

Reference: Not-INC-2024-0028

11 July 2024

Dear nominated expert,

Further to the notification on the work programme for each respective expert group circulated by the Secretariat on 10 July 2024, please be informed that a technical training session on how to use the Interactio platform will take place on **15 July 2024** in advance of the virtual meetings of the Ad Hoc Intersessional Open-ended Expert Groups.

To facilitate participation of interested participants in different time zones, the trainings will take place at the following times on 15 July 2024:

- **11.00 a.m. to 12:00 p.m. East African Time (GMT+3)**
- **11:00 p.m. to 12:00 a.m. East African Time (GMT+3)**

Calendar invitations to the trainings will be distributed directly by Interactio to the email address you used to register for the in-person meetings on the Indico platform, or to the email address provided in the Note Verbale for the experts not participating in the in-person meetings.

If you are having difficulty joining the meeting, particularly from a work computer with VPN or Firewall restrictions, kindly try disabling the VPN or Firewall. If that doesn't work, switch to a different internet source, such as a mobile hotspot, or attempt to join from another device. Ensure to get these actions approved by your IT department beforehand. Please find attached the [Interactio Ports and Domains](#) for more information.

For more information on how to use the interactio platform, please refer to the Interactio Participant Guidelines [here](#).

The INC Secretariat remains at your disposal for any information as needed at unep-incplastic.secretariat@un.org.

Yours sincerely,

Signed

The INC Secretariat