



## Notification by the Executive Director

### Fourth session of the United Nations Environment Assembly of the United Nations Environment Programme

(Nairobi, 11–15 March 2019)

1. The fourth session of the United Nations Environment Assembly of the United Nations Environment Programme will be held in Nairobi from Monday, 11 March to Friday, 15 March 2019 under the theme “Innovative solutions for environmental challenges and sustainable consumption and production”. A concept note on the theme of the Assembly is [linked](#) to the present notification. The provisional agenda of the fourth session (UNEP/EA.4/1), as adopted by the Environment Assembly at its third session, is available [here](#). The advance version of the background report of the Executive Director on the theme of the session, the scenario note for the meeting and other relevant background information will be made available at <http://web.unep.org/environmentassembly> as early as at the beginning of October 2018.
2. The session will be opened at 10 a.m. on Monday, 11 March 2019 at the headquarters of the United Nations Environment Programme in Nairobi. The fourth meeting of the Open-ended Committee of Permanent Representatives, which will be held from Monday, 4 March to Friday, 8 March 2019, will serve as the main preparatory meeting for the Environment Assembly. The agenda and documentation for the fourth session of the Assembly, including draft resolutions for consideration by the Assembly, will also be made available at <http://web.unep.org/environmentassembly> as early as the beginning of October 2018.
3. Member States wishing to submit draft resolutions linked to the theme of the fourth session of the Environment Assembly are invited to send them to the secretariat by 4 December 2018 for processing through the Division of Conference Services of the United Nations Office at Nairobi. Resolutions will be submitted to the Committee of Permanent Representatives in advance of preparation for the fourth meeting of the Open-ended Committee of Permanent Representatives. In keeping with its mandate, as set out in Governing Council decision 27/2 of 2013 and Environment Assembly decision 3/2 of 2017, the Committee of Permanent Representatives will consider the draft resolutions in preparation for the fourth session of the Assembly, without prejudice to the rules of procedure, in particular rule 44. All draft resolutions will be made available on the Environment Assembly resolutions platform at <http://papersmart.unon.org/resolution>.
4. The high-level segment of the session, to be held on Thursday, 14 March and Friday, 15 March 2019, will include sessions for the presentation of national statements and for leadership dialogues. In accordance with paragraph 5 (e) of Governing Council decision 27/2, the high-level segment will also include a multi-stakeholder dialogue featuring diverse perspectives on the theme of the fourth session of the Assembly.
5. Several other significant events will be held in connection with the Assembly. These include the [eighteenth session of the Global Major Groups and Stakeholders Forum](#) as well as the Science Policy and Business Forum, the [2019 Sustainable Innovation Expo](#) and the annual breakfast meeting of the Network of Women Ministers and Leaders for the Environment. A number of side events and media events during the week of the Assembly will provide additional opportunities for inspiring dialogue and motivating action.
6. Under rule 16 of the rules of procedure of the Environment Assembly, each member of the Assembly shall be represented by an accredited representative, who may be accompanied by such alternate representatives and advisers as may be required. In accordance with rule 17 of the rules of procedure, the credentials of representatives should be submitted to the Executive Director before the first meeting that the representatives are to attend. Member States are invited to send an advance copy of



their credentials, signed by either the Head of State or Government or the minister for foreign affairs, to the attention of Mr. Stadler Trengove ([unep-sgb@un.org](mailto:unep-sgb@un.org)), and to submit the original version at the registration desk upon arrival at the United Nations Office at Nairobi.

7. The Environment Assembly is open to participation by representatives of United Nations specialized agencies, funds, programmes and other entities and other intergovernmental organizations, as well as regional economic integration organizations. Representatives of these organizations and other entities eligible to participate as observers in the meeting are urged to communicate their intention to do so to the secretariat ([unep-sgb@un.org](mailto:unep-sgb@un.org)) so that the necessary arrangements can be made.

8. Online registration for the fourth meeting of the Open-ended Committee of Permanent Representatives and the fourth session of the United Nations Environment Assembly will be available at <http://web.unep.org/environmentassembly> from 1 October 2018.

9. All delegates and participants, including representatives of private-sector entities, civil society, United Nations entities, other intergovernmental organizations and international non-governmental organizations, must pre-register online and upload a PDF version of their letter of accreditation. The letter of accreditation must be on official letterhead and must include the name(s) of the delegate(s) or representative(s). On-site registration will take place from 8 a.m. to 5 p.m. from Thursday, 1 March to Friday, 15 March 2019 at the United Nations Office at Nairobi.

10. In accordance with the practice of the United Nations Environment Programme, the fourth session of the Environment Assembly will be a paper-smart event. To make the best use of this service, delegates are encouraged to bring appropriate mobile devices and to consult the Assembly's website at <http://web.unep.org/environmentassembly> for more information and guidance. The Assembly will strive to be an event free of single-use plastic. To that end, delegates are encouraged to bring their own reusable water bottles.

11. In the spirit of inclusivity and of the tenets of Sustainable Development Goal 5 (to achieve gender equality and empower all women and girls), all delegations, including those representing intergovernmental and non-governmental organizations and the private sector, are encouraged to increase the participation of women and girls at the fourth session of the Environment Assembly. The theme of the session will require all to participate and engage in its discourse.

12. All communications concerning the fourth session should be addressed to:

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