

Reference: UNE-2022-01493

18 July 2022

Dear Minister,

As follow-up to my previous communication on 24 June 2022, I am pleased to announce that the government of Uruguay has confirmed that the first session of the Intergovernmental Negotiating Committee (INC1) to develop an international legally binding instrument on plastic pollution, including in the marine environment, will take place in Punta del Este from 28 November to 2 December 2022, with the multi-stakeholder forum planned to take place for the full day on 26 November, and regional consultations and bureau meeting to be held on 27 November. Following the practice of the ad hoc open-ended expert group (OEWG) meeting held in Dakar from 30 May to 1 June, the INC1 will be a hybrid meeting. Detailed information and invitation letters will be sent by end of August 2022.

I am pleased to announce that the Secretary-General has selected Ms. Jyoti Mathur-Filipp, a national of India, for the position of Executive Secretary of the Secretariat to the intergovernmental negotiating committee at the D-2 level. Ms. Mathur-Filipp will assume her functions as Executive Secretary on 15 August 2022.


Ms. Mathur-Filipp brings to the position 28 years of experience in the United Nations system, environmental conventions, and global environmental funds. She currently serves as Director for Implementation at the Secretariat of the Convention on Biological Diversity, leading the work on the development and negotiations for the post-2020 Global Biodiversity Framework.

I would also wish to request Member States who are yet to designate a national focal point for the INC process to do so. The national focal point will serve as a contact point for further communications with the Secretariat and would be responsible for dissemination of INC-related information in their country. Please send the name, affiliation, and contact information to the secretariat at unep-incplastic.secretariat@un.org via a Note Verbale or an official letter no later than 30 July 2022. The secretariat is updating the national focal point list on a regular basis on the [OEWG webpage](#).

I also invite regional groups who have not yet nominated their Bureau Members (two per regional group, and one from the Small Island Developing States) to kindly do so through the regional coordination and inform the Secretariat of the same at unep-incplastic.secretariat@un.org no later than 30 July 2022.

My colleagues at the Secretariat (unep-incplastic.secretariat@un.org), stand ready to provide any further clarifications that your teams may require.

Yours sincerely,


Inger Andersen
Executive Director

To: Ministers responsible for the Environment, Designated National Focal points to the INC
cc: Permanent Representatives to UNEP; OEWG participants

Annex - Bio of Ms. Jyoti Mathur-Filipp

Jyoti Mathur-Filipp brings to the position 28 years of experience in the United Nations system, environmental conventions and global environmental funds.



Jyoti currently serves as the Director for Implementation at the secretariat of the Convention on Biological Diversity (CBD), leading the work on the development and negotiations for the post-2020 global biodiversity framework.

During her career, Jyoti has worked with the United Nations Environment Programme (UNEP), the United Nations Development Programme (UNDP), the United Nations Framework Convention on Climate Change (UNFCCC), the Global Environment Facility (GEF), the Adaptation Fund and the Green Climate Fund (GCF). Over the years, she has covered a wide range of topics, from environmental governance and negotiations, to policy, programming, partnership development and resource mobilization.

Jyoti also has in-depth experience working with private sector partners, including with NetAid – the first private-public partnership between the UN and a large corporation – the Biosafety Clearing-House (BCH), REDD+ in Jakarta and Geneva, as well as with the Secretariat of CBD.

She holds a Master of Science (MSc.) in urban planning from the New School for Social Research and an MBA from Baruch College. Jyoti looks forward to moving back to Nairobi together with her husband, Robert, as well as her dog, Bentley.