

Intergovernmental negotiating committee to develop an international legally binding instrument on plastic pollution, including in the marine environment

Bureau meeting

Monday, 28 October 2024

15:00- 17:00 EAT

Online

DRAFT ACTION POINTS

INC BUREAU MEETING 28 OCTOBER 2024

1. The meeting was attended by the following members:
 - INC Chair: Mr. Luis Vayas Valdivieso (Ecuador);
 - African States: Ms. Juliet Kabera (Rwanda);
 - Asia-Pacific States: Mr. Hiroshi Ono (Japan);
 - Eastern European States: Ms. Irma Gurguliani (Georgia); Mr. Harry Liiv (Estonia);
 - Latin American and Caribbean States: Mr. Gustavo Meza-Cuadra Velasquez (Peru);
 - Small-Island Developing States: Ms. Asha Challenger (Antigua and Barbuda);
 - Western European and Other States: Ms. Johanna Lissinger-Peitz (Sweden); Ms. Larke Williams (United States of America).
2. The Secretariat was represented by the Executive Secretary of the INC, Ms. Jyoti Mathur-Filipp, INC Legal Adviser, Ms. Marianna Bolshakova, and Senior Programme Management Officer, Ms. Brenda Koekkoek.
3. In attendance for parts of agenda Item 2 was representative of INC-5 Host Country, Republic of Korea, Mr. Dongmin Shin.
4. The INC Chair, Mr. Luis Vayas Valdivieso recapped action points from the meeting:
 - a. The Chair outlined the main milestones up until the fifth session of the INC. The **Chair's scenario note** was published on the INC website on Thursday, 17 October 2024. Several discussions with the Bureau were held on the scenario note as it was being developed, which helped formulate the approach presented in the Note. The Chair thanked the Bureau for the guidance provided.
 - b. The Chair recapped, as mentioned at the previous Bureau meeting of 10 October 2024, that he was planning on holding a virtual **Heads of Delegations (HODs) meeting with the focus on organization of work at INC-5**. Invitations to HODs would be sent in the following days. The meeting was to provide the opportunity for HODs to reflect on the proposed organization of work, so that the session in Busan could commence in a smooth and effective manner. The Chair outlined his intention of presenting his proposed

approach, as outlined in the scenario note, during this informal meeting.

- c. The Chair provided the Bureau with updates on the **third iteration of his non-paper**, drafted under his authority as the Chair of the INC and intended to facilitate progress at INC-5. The Chair would circulate the non-paper to the Bureau for information, following which the Secretariat would circulate it to the HODs and INC national focal points in the coming days. As the paper was intended to facilitate discussions in Busan, it would also be made available on the website of the session.
- d. The Chair informed the Bureau that a **webinar with observers** was being provisionally scheduled to be held in November 2024 prior to INC-5. An invitation will be circulated by the Secretariat.
- e. Director Dongmin Shin, INC-5 **Host Country (Republic of Korea)** representative, provided the Bureau with an **update on preparations for the fifth session**. He informed the Bureau that adequate medical and police support was being provided for the session. Regarding the facilitation of visas, collaboration with relevant ministries was ongoing to ensure smooth facilitation of visas for every visa application case. He also informed the Bureau that the Host Country will provide the necessary meeting facilities, including sufficient number of meeting rooms, as well as stable Wi-Fi connection. The Chair, Secretariat and the Bureau thanked him for his updates.
- f. The Executive Secretary, Ms. Mathur Filipp, provided **logistical updates** on registration for INC-5. As of the 28 October 2024, a total of 3637 registrations were received, out of which 3440 were approved, including:
 - 1278 approved delegates from 175 Members of the Committee,
 - 1945 approved observers from 572 NGOs,
 - 63 approved observers from 19 UN entities,
 - 44 approved observers from other 14 intergovernmental organizations, and
 - 110 approved participants from 72 Media outlets.

The Secretariat received a total of 263 applications for travel support from 134 eligible Members, and processing was underway. 126 tickets were still pending issuance. Additionally, travel support was being provided to 20 Observers, for whom all tickets have been issued. There have been last-minute registrations and changes from Members of the Committee, which were being processed.

- g. The Executive Secretary also informed the Bureau of two notifications, which will be sent by the Secretariat in the coming days:
 1. **A notification about INC-5 logistical and practical matters:** to all registered participants, covering topics such as the venue, badge collection, DSA, and documentation. She requested this be flagged to the regions with a reminder of the health requirements for entry relevant to everyone entering the Republic of Korea.
 2. **A notification about the In-session Documents Platform:** to delegation focal points and registered platform users, highlighting the need for each delegation to check if their existing registered user is correct or if they need to nominate a new user before INC-5 begins. Clear instructions, including on how to nominate a new user, will be provided in the notification.

The Executive Secretary requested the Bureau members or the regional Chairs from their respective groups to inform the Secretariat of the timing of regional **meetings**

taking place on 24 November in Busan, in order for this to be adequately reflected on the meeting room screens. She requested the Bureau to relay to their regions a reminder for delegates to apply for the entry visas for the Republic of Korea, if they have not already done so.

- h. Senior Programme Management Officer, Ms. Brenda Koekkoek presented the Bureau with **updates on the INC-5 in-session scheduling**. Schedules for the first three days of the session will be prepared based on the scenario note and will be posted online in advance of the session. Plenaries will be convened, as required. Midweek, the Bureau will assess progress of the session, and a stocktake plenary is anticipated in addition to meetings of contact groups, informals and of the legal drafting group. The Secretariat will develop a standard operating procedure for in-session meeting scheduling which will be made available for information to the Bureau.
- i. INC Legal Adviser, Ms. Marianna Bolshakova, introduced the **Briefing Note prepared by the Secretariat in response to the Bureau's request for examples of how COP decisions have been addressed in the interim periods between INCs and COPs in other MEA processes.** The Briefing Note provided examples and references drawn from nine different MEAs. The Bureau thanked the Secretariat for the preparation and presentation of the Note.
- j. With regard to the participation of Ministers as part of delegations, the Executive Secretary informed the Bureau that currently 9 Ministers and 15 Vice-Ministers registered for INC-5, however the number of registrations was constantly evolving.
- k. The Secretariat informed the Bureau that the report on its meeting of 2 October 2024 was revised to reflect, to the extent possible, comments received. The report was available online.
- l. With regard to the recent resignation of a Bureau member, the Vice-Chair from the Asia Pacific Region informed the Bureau that the region agreed to nominate **Mr. Mohammed Albarrak of Saudi Arabia** to serve as the Vice-Chair for the remainder of the term of Mr. Mohammad Al-Khashashneh of Jordan. The INC Chair clarified that election of the Vice-Chair will be considered by the INC at its next session. However, in light of this information on a single nomination, he suggested it would be beneficial for Mr. Albarrak to attend Bureau discussions in an observer capacity, pending the election at INC-5. The Secretariat clarified that participation in observer capacity would enable participation in discussions but not in any decision-making and would not count towards establishment of quorum. The Bureau welcomed the proposal of the Chair and agreed to invite Mr. Albarrak to attend the next meetings of the Bureau in an observer capacity.