

**Second informal in-person meeting of Heads of Delegation to the
Intergovernmental Negotiating Committee on Plastic Pollution
27 – 30 September 2026, Bangkok**

*Note by the Chair
20 August 2026*

A second informal in-person meeting of Heads of Delegation (HODs) to the Intergovernmental Negotiating Committee (INC) on Plastic Pollution is scheduled to take place from Sunday 27 September to Wednesday 30 September 2026 at the United Nations Conference Centre (UNCC) in Bangkok, Thailand. This meeting will be preceded by in-person regional meetings on Saturday 26 September at the same venue.

Objective

The objective of this second informal in-person HODs meeting is to build on the exchanges from the [first informal in-person HODs meeting](#) that took place in Nairobi from 30 June to 3 July 2026. This meeting will also provide further opportunities for Members of the Committee to exchange views and advance discussions in preparation for the fourth part of the fifth session of the INC (INC-5.4), provisionally scheduled for March 2027. This meeting seeks to facilitate discussions on possible ways forward and is not a decision-making meeting.

More specifically, this meeting aims to provide a platform for discussions on possible ways forward on the [Aid to Negotiations](#), released on 8 August 2026.

As outlined in my [fourth letter](#) of 29 July 2026, I propose that we continue our work in Bangkok in the spirit of togetherness and unity. This will assist us in advancing our discussions and equally our collective consideration of issues and identification of potential pathways towards shared solutions.

Proposed outcomes

Building on the constructive engagement at previous informal in-person and virtual HODs meetings, our meeting in Bangkok will support a deeper understanding of the rationale behind Members' positions, and continued dialogue among delegations in order to explore areas where further convergence may be possible, including bridging proposals and potential solutions. It will also provide an opportunity for Members to consider the first iteration of the Aid to Negotiations with a view to consolidating and capturing progress in a second iteration, to be circulated in early November.

The second iteration of the **Aid to Negotiations** will be prepared with a view to ensuring that the progress made during the informal HODs meetings held since INC-5.3 is captured in a meaningful manner to carry us forward to INC-5.4.

Following the meeting in Bangkok, and in the preparation of this second iteration, I intend to continue consultations before the release of the document. Following its finalization, it will be translated into the six official languages of the UN and made available on the INC website six weeks ahead of INC-5.4.

Separately, I will also prepare a **Chair's summary** document following the meeting, reflecting the main themes and areas of discussion in Bangkok and informed by the 'Review of progress' sessions held each day during the meeting (Detailed information on the possible organization of work is provided in the annex to this note). This summary will capture elements that emerged from our exchanges and will follow the same purpose as the [Chair's summary](#) of the first informal in-person HODs meeting in Nairobi.

Format

This meeting's format is Head of Delegation + 3, i.e. the designated Head of Delegation to the INC, or the designated alternate representative of the Head of Delegation, plus three additional delegates. **Each Member delegation has therefore been invited to register a maximum of four participants for this meeting.** Bangkok-based representatives may be among the four representatives designated to attend the meeting. As this meeting's format is in-person only, financial support has been provided for a maximum of two delegates from each eligible country.

This meeting will be conducted in English only, without simultaneous interpretation.

How we work together

Building on the Nairobi meeting, where our work was guided by the Swahili concepts of *Pamoja* ("togetherness") and *Umoja* ("unity"), our meeting in Bangkok will draw inspiration from two Thai concepts that I believe will reflect the next phase of our collective journey.

I wish to begin our discussions anchored in the spirit of ***Samakkhi***, meaning "unity and harmony" in the Thai language. The *Samakkhi* opening session will serve as the foundation for our discussions throughout the week. During this opening session, I encourage delegations to reflect on the lessons learned and progress made during the Nairobi informal in-person HODs meeting in order to consider what progress must be made during this HODs meeting. Should delegations wish to provide brief opening statements, I request such interventions are provided on behalf of regional groups followed by interventions by individual Members. In order to accommodate all requests, I kindly ask everyone to limit interventions to no more than 5 minutes on behalf of Groups and 3 minutes in the case of individual Members. I also would like to highlight that we will remain within the time allocated for the opening session and will strive to accommodate all interventions if time allows, to enable us to promptly commence our work.

Each evening during the meeting, we will come together for 'Review of progress' sessions, which will provide an opportunity to reflect on what we have achieved and identify the steps required to move us forward.

On the final day, we will conclude the meeting in the spirit of ***Ruam Jai***, meaning "united in purpose". The *Ruam Jai* closing session will provide an opportunity to collectively assess our progress and strengthen the shared commitment to completing the work ahead.

In addition, this proposed structure will incorporate regular consultations with the Bureau throughout the week, to benefit from their continued advice and guidance as discussions progress.

I invite all delegations to embrace this meeting's approach, not only to work constructively throughout the week, but to leave Bangkok with renewed momentum and common resolve to make meaningful progress toward a successful outcome at INC-5.4.

Preparations and supporting materials

To continue engaging in the constructive and cooperative spirit we embraced in Nairobi, I would like to take this opportunity to outline some additional matters for consideration that may provide further context and support early preparations ahead of this meeting.

The Aid to Negotiations will support our discussions in Bangkok. I hope that Members will use this document during the meeting to consolidate areas of convergence, advance consideration of outstanding issues and begin identifying possible bridging approaches and solutions. I would like to reiterate that the document is only a reference tool, and it does not prejudice the positions of Members or limit Members' ability to continue raising issues they consider important and exploring possible solutions as our work continues.

Guiding questions will be shared with delegations well in advance of the meeting in Bangkok to support early preparations.

In addition, I have requested the Secretariat to review, update and make available the document with possible elements for consideration of the diplomatic conference of plenipotentiaries, which was made available while in-session at INC-5.2, to support Members' reflections and discussions. It is my hope that this document can provide a foundation for discussions throughout this meeting on the possible content of the draft resolutions that the INC can agree to forward to the Diplomatic Conference for its consideration and adoption, and which will define the agenda of work to be carried out between adoption of the instrument and the first meeting of the Conference of the Parties. To inform the consideration of the topic, a special briefing will be organized on 26 September, aimed at informing Members on procedural aspects. Given the significant work that Clusters will need to undertake, I don't intend to assign separate time in Bangkok for substantive discussions on the possible contents of the resolution. Rather, I invite Members to consider this document in their exchanges on relevant areas of the instrument.

As I indicated at the first informal in-person HODs meeting in Nairobi and in my subsequent exchanges with Members, there will be no live editing of draft text during this second informal in-person HODs meeting.

Dedicated Clusters

Active and constructive engagement in all Clusters will be instrumental for our success during this meeting and as we progress toward INC-5.4.

Building on our effective mode of work in Nairobi, I propose we continue to structure our work through four Clusters of pre-determined sets of topics, as outlined in Table 1. The clustering of topics is designed to support focused and productive engagement while maintaining a holistic view of the instrument, recognising the need for the instrument to reflect diverse national circumstances and capacities.

Once again, we will focus our attention on the topics where continued engagement can generate meaningful progress towards a shared understanding on areas of convergence and divergence. As the topics in the Clusters were selected on the basis of the criteria and objectives outlined in my [third letter](#) sent on 16 April 2026, I propose to maintain Clusters A, B, C and D, with only a few additions to reflect as much as possible the full range of the content of the Aid to Negotiations. This is to ensure that our mode of work in Bangkok continues to support a balanced approach across the Clusters, while also reflecting interest expressed by Members on additional topics raised during the first informal in-person meeting in Nairobi.

There will be a maximum of two parallel Clusters meeting at any given time.

During Cluster meetings, if participants request and agree on the need for additional time, there will be available time and space to continue these discussions during the evenings of Day 2 and Day 3. This is to be informed by Co-facilitators during the evening 'Review of Progress' sessions following consultation with Members during the Cluster meetings.

As undertaken in Nairobi, during this meeting I intend to hold **targeted consultations** with all groups on the issues identified as benefitting from dedicated consultations, and in particular:

- Scope;
- Decision-making;
- Possible consideration of long-term goals; and
- Subsidiary Body or Bodies.

Following the consultations I undertook in Nairobi, I will be presenting a list of exclusions as an entry point to the discussions of Scope. I will communicate this list in advance of this meeting, bearing in mind that it is only a departure point for the consultation and that Members remain completely free to express their views on this issue. My goal with these consultations is to be able to have a better picture of the potential language that could be included in the second iteration of the Aid to Negotiations.

On Decision-making, consultations in Nairobi resulted in clear divergences that might not be solved in the short term. As the issues and concerns were very clearly expressed in Nairobi, I don't intend to produce future additional materials or documents, although given the importance of the topic, I will provide space in my Bangkok consultations to check if Members would like to share any additional consideration.

Regarding the role of Subsidiary Body or Bodies in the general architecture of the instrument, the focus of the consultations is not so much on whether the establishment of such Subsidiary Body or Bodies is included in the text of the instrument or later as part of the functions of the Conference of the Parties, but more on trying to understand the views of Members on the functions that these possible Bodies would play for an effective implementation. Providing more clarity through consideration of this functional approach can, in my view, assist in determining how and when to establish such Subsidiary Body or Bodies.

The second additional element for the consultations refers to some proposals we heard in Nairobi regarding possible long-term goals of the instrument. In this case it is important to

understand whether this is something that Members would favour, and if this was the case, what placement in the text would be most appropriate, including as a possible complement to the Objective of the instrument expressed in Article 1 of the Aid to Negotiations.

To minimise overlap with the Cluster discussions, these consultations will be scheduled during lunch breaks or before the Clusters' discussions begin, thereby avoiding more than two parallel meetings as much as possible.

Table 1: Potential clustering option for the second informal in-person HODs meeting

Cluster A: • National plans • Reporting • Implementation and compliance • Information exchange • Effectiveness evaluation	Cluster C: • Capacity-building, technical assistance, technology transfer, including international cooperation • Financial resources and mechanism
Cluster B: • Releases and leakages • Existing and legacy plastic pollution • Plastic waste management • Plastic products design • Plastic products	Cluster D: • Preamble • Objective • Principles and approaches • Definitions • Just transition • Public information, awareness, education and research • Secretariat • Final provisions

Co-facilitators

As I have indicated, it is my intention to continue working with the Co-facilitators as designated for the first informal in-person HODs meeting in Nairobi, to the extent possible. I would like to express again my deep gratitude to all of them for providing great leadership, guidance and expertise to their respective Clusters. I have been informed that two Co-facilitators are unfortunately unable to attend this second informal in-person HODs meeting owing to logistical and travel considerations. I am very grateful to Mr. Eyad Aljubran from Saudi Arabia and Ms. Renée Yap from New Zealand for generously helping us and stepping up to this role for this meeting.

Building on previous arrangements, each of the four Clusters will have two Co-facilitators, who will be expected to actively guide Members toward a constructive dialogue, including by supporting active and solutions-oriented discussions, while discouraging repetition of known positions and general statements. As previously instructed, Co-facilitators will be empowered to ask questions to clarify positions, incentivise dialogue and invite Members to engage directly with previous interventions raised, where appropriate.

Co-facilitators will report to me daily during this meeting to ensure an effective and timely exchange of information and prepare for the "Review of progress" sessions to be held at the end of each day.

Cluster A Eyad Aljubran* (Saudi Arabia) and Renée Yap** (New Zealand)

Cluster B Dinara Azhigaliyeva (Kazakhstan) and Marcelo Cousillas (Uruguay)

Cluster C Sivendra Michael (Fiji) and Elfriede More (Austria)

Cluster D Kathryn Youel Page (US) and Naomi Karekaho (Uganda)

** Mr. Aljubran will attend the Bangkok Heads of Delegation meeting on behalf of Mr. Albutti.*

*** Ms. Yap will attend the Bangkok Heads of Delegation meeting on behalf of Ms. Hallum.*

Documentation

Preparatory document and materials will be circulated sufficiently in advance of this meeting, to allow all delegations to prepare effectively. All documentation will be prepared with the objectives of ensuring consistency and making progress across Clusters.

A detailed schedule will also be circulated ahead of this meeting.

Annex: Possible organisation of work at the second informal in-person HODs meeting

Notes on scheduling:

- The order of Clusters as outlined in the below schedule may be subject to change. Any amendments will be communicated by the Secretariat as early as possible.
- On Monday and Tuesday, additional time for Cluster discussions is available, with the exact Clusters to be determined by the Chair, in consultation with Co-facilitators and on agreement of Members.
- Regional rooms will be available each morning from 9:00 a.m. on 26 September and from 8:00 a.m. from 27 to 30 September. The Secretariat will need to be informed of daily timings of meetings to ensure correct information is displayed on the venue's screens. Should a regional room be required during the day, an email should be sent to the Secretariat at unep-incplastic.secretariat@un.org notifying the time required.

Informal in-person HOD Meeting - 27 to 30 September 2026									
Time	26 September (Saturday)	27 September (Sunday)		28 September (Monday)		29 September (Tuesday)		30 September (Wednesday)	
	Regional day	Day 1		Day 2		Day 3		Day 4	
08:00		Regionals		Regionals		Regionals		Regionals	
09:00	Co-facilitators Meeting	Samakkhi "Unity and Harmony" Opening Session		Cluster B	Cluster D	Cluster B	Cluster D	Cluster B	Cluster D
10:00									
11:00									
12:00		Consultations by the Chair		Consultations by the Chair		Consultations by the Chair		Ruam Jai "United in Purpose" Closing Session	
13:00	Briefing on procedural aspects for the Diplomatic Conference	Lunch		Lunch		Lunch			
14:00		Cluster A	Cluster C	Cluster A	Cluster C	Cluster A	Cluster C		
15:00									
16:00									
17:00	Bureau meeting	Review of Progress (from 17:30)		Review of Progress (from 17:30)		Review of Progress (from 17:30)			
18:00									
19:00		INC Reception (from 18:45)		Bureau & Co-facilitators (As needed)	Available extra time for Clusters (from 7pm - 9pm)	Bureau & Co-facilitators (As needed)	Available extra time for Clusters (from 7pm - 9pm)		
20:00									