

Reference: Not-INC-2026-0049

24 July 2026

Dear Sir/Madam,

Reference is made to the [invitation letter](#) dated 7 July 2026, from Mrs. Jyoti Mathur-Filipp, Executive Secretary of the Intergovernmental Negotiating Committee (INC) on plastic pollution, inviting Member States of the United Nations, members of its specialized agencies, and regional economic integration organizations to attend the second informal in-person meeting of Heads of Delegation (HODs) to the INC, scheduled for 27 to 30 September 2026, at the United Nations Conference Centre in Bangkok, Thailand. The meeting will be preceded by regional consultations on 26 September 2026.

We wish to remind delegations that **the final deadline to apply for travel support is strictly 31 July 2026, 23:59 EAT**. Eligible delegates can apply for travel support [here](#).

Please be informed that the registration for the second informal in-person HODs meeting and the application for travel support are two separate processes and delegates must have their registration approved before submitting their request for travel support. The deadline for registration is 6 September 2026. Delegates can register [here](#).

Delegates are also reminded to begin the visa application process as soon as possible, where applicable. For further information on visa-related matters and entry requirements, please refer to the note on [visa application and entry requirements for Thailand](#).

Additional practical information on the second informal in-person HODs meeting can be found in the [Information Note to participants](#) available on the [INC website](#).

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

Yours sincerely,

Signed

The INC Secretariat