Plastic Pollution INC Secretariat

Reference: Not-INC-2025-0051 12 August 2025

Excellency,

Further to the email notification dated 11 August 2025, with the provisional list of speaking order during the ministerial roundtables in support of INC-5.2, please find attached the **final list with the speaking order for the informal ministerial roundtable to be held today, 12 August 2025, from 13:30 - 14:45, in building E, Room XIX (19).**

The speaking order will follow the customary protocol of the representatives, with due regard to maintaining regional balance. In order to accommodate as many statements as possible, interventions may not exceed **three (3) minutes** (approximately 300 words).

To facilitate interpretation, speakers are kindly invited to submit in advance their written interventions to: unep-incplastic.statements@un.org.

For additional guidance on delivery of interventions at the roundtables and other practical and logistical information, please consult the attached information note. For details on the provisional programme please consult the attached revised concept note, as circulated on 8 August 2025.

The final list with the speaking order for the informal ministerial roundtable to be held on Wednesday, 13 August 2025, will be circulated later today 12 August 2025.

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

Please accept, Excellency, the assurances of my highest consideration.

Jyoti Mathur-Filipp
Executive Secretary
INC on Plastic Pollution and Head of the Secretariat

Version 4 / 1 August 2025

CONCEPT NOTE

Ministerial participation during the second part of the fifth session of the Intergovernmental Negotiating Committee on Plastic Pollution (INC-5.2)

Date: 12-14 August 2025

Venue: Palais des Nations, Geneva, Switzerland

i. Background

The second part of the fifth session of the Intergovernmental Negotiating Committee (INC-5.2) to develop an international legally binding instrument on plastic pollution, including in the marine environment, is scheduled to take place from 5 to 14 August 2025 in Geneva, Switzerland.

In this context, a letter from the Executive Director, dated 15 April 2025, was sent to Ministers responsible for the environment, inviting them to attend the INC-5.2. The letter informed that a series of ministerial arrangements organized by the Executive Director is planned, starting on 12 August.

ii. Objective of the Ministerial participation

Based on the principles of inclusivity and transparency, the participation of Ministers, Heads of Delegation and other high-level officials is intended to promote informal exchanges among Ministers and other high-level officials on country efforts and experiences to combat plastic pollution. These exchanges are not part of the INC process.

The event will provide an informal space for high-level representatives to share information on national policies, engage in dialogue on implementation challenges, and discuss opportunities for partnerships. The event will take place without any overlap with technical negotiations. The event will be strictly non-negotiating in nature and will not produce outcomes or textual interventions in the draft instrument.

iii. Duration and modalities

a. Ministerial participation is envisioned for three days, starting on 12 August until the last day of the resumed session. Participation will consist of interactive discussions in the form of informal roundtables held on 12 and 13 August. No convenings are envisioned for 14 August, although bilateral exchanges can be organized by delegations on this and/or days prior.
b. To ensure inclusivity and transparency, all delegations are invited to participate at Ministerial level, Head of Delegation or through another high-level official, as determined by delegations.
c. Interpretation will be available in 6 United Nations Languages (Arabic, Chinese, English, French, Russian and Spanish) during the informal ministerial roundtables.
d. Ministerial roundtables are non-binding, non-negotiating and are not part of the INC process.

e. A Ministerial reception will be organized by the Host Country on 13 August. Additional informal ministerial activities will be organized by the Host Country from 12 to 14 August[i]. Further details on these activities will be communicated in a separate email notification.
f. A limited number of small meeting rooms for bilateral meetings among Ministers will be available. For any requests for bilateral meeting space please contact ailis.regos@un.org. Please ensure the email subject line says: "Ministerial bilateral room request".
g. A separate information note on logistics, including protocol arrangements, is attached.

iv. Provisional programme

Time	**Day 1: Tuesday, 12 August 2025**
Time: 13:30 - 14:45 **Room: XIX, Palais des Nations**	**Informal ministerial roundtable:** Challenges at national level to address plastic pollution. This informal roundtable will be expected to: - Discuss national successes and challenges to address plastic pollution. - Outline policy, technical, social, economic barriers to effective implementation of national policies and approaches. - Share lessons learned from the design and implementation of national initiatives. *Moderator: Inger Andersen, Executive Director, UNEP* *Format: Minister, Head of Delegation or other high-level officials, plus one.* *Note: light informal lunch offered to Ministers or other high-level officials wishing to avail themselves (1 representative per country). Time: 12:15 to 13:00. Room: Delegates Restaurant, 8th Floor of Building A.*
16:15-17:30	Informal activity offered by the host country: *Informal Ministerial Dialogue: Investment Opportunities for a Circular Economy in the Context of the Global Plastics Treaty* *(More information will be circulated by the host country)*
Time	**Day 2: Wednesday, 13 August 2025**
Time: 10:30 – 12:30	Informal activity offered by the host country: *Informal Ministerial Visit to a Local Reuse Facility (visit in English)* *(More information will be circulated by the host country)*
	Informal ministerial roundtable: Best practices and innovations, and partnership opportunities to address plastic pollution. This informal roundtable will be expected to:

Time: 13:30-14:45 **Room: XIX, Palais des Nations**	- Outline best practices in the promotion of national policies innovations and solutions. - Share experiences in the promotion of circularity and future opportunities. - Sketch out opportunities for intra and inter-regional collaboration to scale up partnerships. *Moderator: Inger Andersen, Executive Director, UNEP* *Format: Minister, Head of Delegation or other high-level officials plus one.* *Note: light informal lunch offered to Ministers or other high-level officials wishing to avail themselves (1 representative per country). Time: 12:15 to 13:00. Room: Delegates Restaurant, 8th Floor of Building A.*
Time: 7.00 to 8.30 pm **Room: Salon Suisse, Palais des Nations**	Ministerial reception hosted by the Government of Switzerland, as host country of INC-5.2
Time	**Day 3: Thursday, 14 August 2025**
Time: 10:30 – 12:30	Informal activity offered by the host country: *Informal Ministerial Visit to a Local Reuse Facility (visit in French and Spanish)* *(More information will be circulated by the host country)*

[i] Please be informed that, in addition to the informal ministerial activities organized by the Host Country and outlined in the provisional programme above, the Host Country has also kindly arranged **guided visits of the Palais des Nations** for interested high-level representatives attending INC-5.2. These visits will take place on **12 and 14 August 2025**. High-level representatives who wish to participate in a guide visit are invited to register their interest by completing the following form.

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Information Note

Ministerial participation during the second part of the fifth session of the Intergovernmental Negotiating Committee on Plastic Pollution (INC-5.2)

12 - 14 August 2025 at the Palais des Nations in Geneva, Switzerland

The purpose of this note is to provide practical and logistical information to ministers and other high-level representatives attending the informal ministerial arrangements on the margins of the second part of the fifth session of the Intergovernmental Negotiating Committee to develop an international legally binding instrument on plastic pollution, including in the marine environment (INC-5.2), to be held from 5 – 14 August 2025 at the Palais des Nations in Geneva, Switzerland.

As indicated in the letter from the Executive Director of the United Nations Environment Programme (UNEP), dated 15 April 2025, addressed to Ministers of Environment, a series of ministerial arrangements are being organized on the margins of INC-5.2, commencing on 12 August 2025. Details on the programme of activities are available in the dedicated concept note.

This information note is complementary to the Information Note to Participants, available on the INC-5.2 web page.

1. **VENUE:** The ministerial arrangements will take place at the Palais des Nations, located at 14 Avenue de la Paix, 1211 Geneva, Switzerland. For ease of navigation, a map of the Palais des Nations can be accessed at UN Geneva.

ACCESS TO THE EVENTS: Access to the informal ministerial activities will be for Members of the Committee only. Members are invited to participate at the level determined by delegations. Access to the informal ministerial roundtables will be for the Minister, Head of Delegation (HOD) or other high-level official, as nominated by each country delegation, in addition to one accompanying official (1+1 seat format). The informal light lunches offered prior to the roundtables, are for ministers and other high-level officials wishing to avail themselves (1 representative per country). Representatives must be pre-registered in advance to attend INC-5.2 to access the venue. No separate registration is needed to attend the ministerial arrangements on the margins of INC-5.2. Details on the informal activities organized by the Government of Switzerland are outlined in a separate note by the Host Country.

2. **SEATING ARRANGEMENTS:** Seating will be reserved for ministers and other high-level representatives pre-assigned in English alphabetical order.

3. **GUIDANCE ON DELIVERY OF STATEMENTS AT THE ROUNDTABLES:** Ministers and other high-level representatives will be invited to intervene during the informal roundtables organized by UNEP on the topics outlined in the concept note. Statements from ministers and other high-level representatives will be delivered during the following roundtables:

- Tuesday, 12 August 2025 from 1:30 p.m. to 2:45 p.m. CEST.
- Wednesday, 13 August 2025 from 1:30 p.m. to 2:45 p.m. CEST.

Submission of requests to speak at the informal ministerial roundtables: Members of the Committee are invited to submit their requests to speak through the following online links **by 8 August 2025**:

- Submit the request to speak at the informal ministerial roundtable on *Challenges at national level to address plastic pollution* on 12 August 2025: **SUBMIT THE REQUEST HERE.**

- Submit the request to speak at the informal ministerial roundtable on *Best practices and innovations, and partnership opportunities to address plastic pollution* on 13 August 2025: **SUBMIT THE REQUEST HERE.**

List of speakers: A preliminary list with the speaking order will be shared with all confirmed delegations as soon as possible but no later than Sunday, 10 August 2025. A final list will be shared with delegations the day before the start of the roundtables. Additionally, requests to inscribe speakers on the list of speakers could be made from the floor during the roundtables. The speaking order will follow the order of

precedence/rank of the representatives: Ministers, Vice-Minister level, Ambassador and others.

Mode of delivery: Representatives are invited to deliver their statements in person only.

Duration of statements: In order to accommodate as many statements as possible, interventions may not exceed three (3) minutes (approximately 300 words).

Moderation: The roundtables will be moderated by the Executive Director of the United Nations Environment Programme (UNEP).

4. INTERPRETATION: Interpretation will be available in 6 United Nations Languages (Arabic, Chinese, English, French, Russian and Spanish) during the informal ministerial roundtables organized by UNEP.

Receptions and other informal activities will be held in English only.

Details on the informal activities organized by the Government of Switzerland are outlined in a separate note by the Host Country.

5. BADGES: High-level representatives and/or Heads of Delegation are provided with a VIP/HOD badge. The meeting badges must remain visible and always be worn inside the meeting rooms and within the venue. Members of the Committee, through their Permanent Missions in Geneva, are advised to activate digital badges and collect their delegation's paper badges in advance. Early collection is strongly encouraged at the Pregny Gate entrance to facilitate smooth access to the venue. For details on the schedule for the collection of the badges please refer to the general **information note to participants**.

6. PROTOCOL: For security and protocol reasons, Permanent Missions are reminded that they are expected to notify the Swiss Mission to the UNOG of the visits to Geneva of High-level foreign dignitaries (Ministers or Heads of State or government) by Note Verbale at least 7 working days prior to arrival. This announcement must be made to the Swiss Mission (geneve.oi@eda.admin.ch) with a copy to the following entities:

- Genève Aéroport - Service du Protocole : protocole@gva.ch
- Protocole de la République et canton de Genève : protocole@etat.ge.ch
- Police genevoise - Brigade de sécurité diplomatique : bsd@police.ge.ch
- Fedpol – Service fédéral de sécurité : sfs-geneve@fedpol.admin.ch

7. DAILY SUBSISTANCE ALLOWANCE (DSA): The funding for sponsored participants attending the ministerial arrangements on the margins of INC-5.2 covers economy-class round-trip air tickets, a **maximum of 4 days** of Daily Subsistence Allowance (DSA),

depending on the travel dates, and terminal expenses, in accordance with the United Nations rules and regulations. Funded delegates will need to present their passports and boarding passes in person to the staff distributing the UN Debit Cards. DSA will be disbursed in Building E, 3rd Floor at the following times:

Date	Morning session	Afternoon session
12 Aug	8 a.m. – 12 p.m.	1 p.m. – 4 p.m.
13 Aug	8 a.m. – 12 p.m.	1 p.m. – 4 p.m.
14 Aug	8 a.m. – 12 p.m.	1 p.m. – 4 p.m.

8. OTHER MEETING ROOMS: A limited number of small **bilateral meeting rooms** will be offered to delegations for bilateral meetings, upon request in writing to the INC Secretariat. The booking of such rooms will take place on a first come first serve basis. Please note that these rooms vary in size. Delegations are invited to submit bilateral meeting requests by email to ailis.rego@un.org indicating dates, number of delegates and other relevant information. When sending an email, the wording "INC 5.2 Bilateral room request" should be included in the subject line. To avoid double bookings, only the delegation initiating the bilateral meeting should submit the request. Reservations will be accepted for a 25-minute duration starting on the hour and half hour. The date, the number of delegates and time of the bilateral meeting and the name of the other delegation participating in the meeting should be specified in the request.

A separate limited **VIP seating area** will be made available from 12 – 14 August, for Ministers and high-level representatives. This space will be located in Building E, on the 3rd Floor Balcony.

No delegation rooms will be provided.

9. MEDIA AND PHOTOGRAPHY: If a delegation wishes to schedule a press event for their Minister or other high-level representative, please submit a request to the INC Media Team by completing the online form at: https://forms.cloud.microsoft/e/1kMJKkHs4P. All requests must be submitted exclusively through this form and no later than 12 hours before the proposed media event.

Photography: Use of personal or professional cameras or recording equipment during informal ministerial roundtables and events is strictly prohibited. An official UNEP multimedia officer will be present, and official photographs will be provided to delegations as needed.

Please note that meeting rooms used for informal ministerial activities are not open to members of the media (media badge holders).

10. HOSPITALITY: A light informal lunch will be available for Ministers or high-level representatives between 12 noon and 1:00 p.m. on both 12 and 13 August, in the Delegates Dining room, located on the 8th floor of Building A.

In addition, on 13 August, the Government of Switzerland will host a ministerial reception from 7:00 p.m. - 8:30 p.m. in the Salon Suisse, located on the 3rd Floor of Building AC.

11. VISA ARRANGEMENTS: Information about entry visa to Switzerland, as applicable, can be obtained via the official Switzerland Online Visa System website. The list of required documents for a visa application varies and depends on the applicant's legal place of residence. Therefore, participants are encouraged to consult the Swiss Embassy/Consulate website here for details regarding the application procedure and required documents. Please note that a visa must be obtained prior to arrival. Detailed information about the visa application process can be found in the general information note to participants. In case of inquiries about visas, please email the INC Secretariat at unep-incplastic.secretariat@un.org.

12. TRANSPORTATION: No special transportation arrangements from the airport and to the venue are available. Regarding access of vehicles to the Palais des Nations, delegations must liaise with their Permanent Missions accredited to UNOG to complete the necessary procedures for entry of vehicles. For additional information on transportation and how to get to the Palais des Nations please consult the general information note to participants.

13. ACCOMODATION: Delegations, including sponsored participants, are responsible for making their own hotel reservations for their stay in Geneva. A list of recommended hotels and accommodation can be found in Annex A of the general information note to participants.

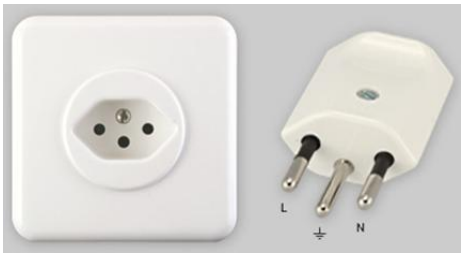
14. SECURITY: The staff of the United Nations Department of Safety and Security (UNDSS) will be in charge of the venue's security, The United Nations continues to be a weapon-free area, except for the case of UN's security officers.

15. OTHER USEFUL INFORMATION:

TIME ZONE: Geneva is in the Central European Summer time zone (UTC +2) in August.

WEATHER: MétéoSuisse provides regular weather updates through its mobile phone applications and through its website at the following address: MétéoSuisse

ELECTRICITY: Voltage: 230 volts Frequency: 50 Hz Plugs/sockets: C (CEE 7/16) and J



BANKING, CURRENCY, TIPPING: The currency in Switzerland is the Swiss Franc (CHF, SFr.). The Euro is also accepted at most businesses but expect to pay a premium rate. Average exchange rates: 1 United States dollar ≈ 0.90 CHF; 1 euro ≈ 1.0 CHF. Please note that there is currently no bank or ATM on the grounds of the Palais des Nations due to renovation work. The closest ATM is located at Chemin Camille-Vidart 17b, 1202 Geneva.

LOST AND FOUND: A lost and found desk can be found at the Reception in Building E.

PRAYER ROOM: A Prayer room can be found on the ground floor (the cafeteria floor) of Building E. Follow the sign indicating offices E 21-51 with a door labelled “Prayer room”.

Informal ministerial roundtable on challenges at national level to address plastic pollution on 12 August 2025

Preliminary list of the speaking order

Order	Speaker
1.	H.E. Dr. Dion George, Minister of Forestry, Fisheries and the Environment, **South Africa**
2.	H.E. Mr. Hanif Faisol Nurofiq, Minister of Environment, **Indonesia**
3.	H.E. Mr. Steven Victor, Minister of Agriculture, Fisheries and Environment, **Palau**.
4.	H.E. Mr. Magnus Heunicke, Minister for Environment, **Denmark**
5.	H.E. Mr. Orlando Habet, Minister of Sustainable Development, Climate Change and Solid Waste Management, **Belize**
6.	H.E. Mr. Viriato Luís Soares Cassamá, Minister of Environment, Biodiversity, and Climate Action, **Guinea-Bissau**
7.	H.E. Dr. Hallo Al-askari, Minister of Environment, **Iraq**
8.	H.E. Ms. Sari Multala, Minister of Climate and the Environment, **Finland**
9.	H.E. Mr. Gem Tshering, Minister for Energy and Natural Resources, **Bhutan**
10.	H.E. Mr. Maina Talia, Minister for Home Affairs, Climate Change and Environment, **Tuvalu**
11.	H.E. Ms. Messouda Mohamed Laghdaf, Minister of the Environment and Sustainable Development, **Mauritania**
12.	H.E. Dr. Musadiq Masood Malik, Federal Minister for Ministry of Climate Change and Environmental Coordination, **Pakistan**
13.	H.E. Ms. Nilda Borges da Mata, Minister of Environment, Youth and Sustainable Tourism, **Sao Tome and Principe**
14.	H.E. Mr. Mohamad Anjrani, Minister of Local Administration and Environment, **Syrian Arab Republic**
15.	H.E. Dr. Hettithantri Patabendige Dammika, Minister of Environment, **Sri Lanka**

Order	Speaker
16.	H.E. Lt. Gen. Bashiir Mohamed Jama, Minister of Environment and Climate Change, **Somalia**
17.	H.E. Mr. Taofeg Abdulwahd Ali Al-Sharjabi, Minister of Water and Environment, **Yemen**
18.	H.E Jessika Roswall, European Commissioner for Environment, Waster Resilience and Competitive Circular Economy, **European Commission**
19.	21. H.E. Mr. Flavien Joubert, Minister of Agriculture, Climate Change and Environment, **Seychelles**
20.	H.E. Dr. Deborah M. Barasa, Cabinet Secretary for Environment Climate Change and Forestry, **Kenya**
21.	H.E. Ms. Emma Hardy, Minister for Environment, Food and Rural Affairs, **United Kingdom of Great Britain and Northern Ireland**
22.	H.E. Mr. Li Gao, Vice Minister, Ministry of Ecology and Environment, **China**
23.	H.E. Mr. Adalberto Maluf, Vice Minister of Environment and Climate Change of **Brazil.**
24.	H.E. Ms. Nino Tandilashvili, First Deputy Minister of the Ministry of Environmental Protection and Agriculture, **Georgia**
25.	H.E. Ms. Fatma Varank, Deputy Minister of Environment, Urbanization and Climate Change, **Türkiye**
26.	H.E. Mr. Rudy Montero Mata, Deputy Minister of Science, Technology and Environment, **Cuba**
27.	H.E. Mr. Hiroshi Nakada, State Minister of the Environment, **Japan**
28.	H.E. Mr. José Reyes, Deputy Minister for Coastal and Marine Resources in the Ministry of Environment and Natural Resources, **Dominican Republic**
29.	H.E. Mr. Aram Meymaryan, Deputy Minister of Environment of the Republic, **Armenia**
30.	H.E. Mr. Iury Valter de Sousas Santos, State Secretary of Environment, Ministry of Environment, **Angola**
31.	H.E. Ms. María Daniela Limongi Izaguirre, Vice Minister of Environment, **Ecuador**
32.	H.E. Mr. Alejandro Dorado Najera, Comisionado para la Energía Circular, **Spain**

Order	Speaker
33.	H.E. Mr. Keeyong Chung, Ambassador and Deputy Minister for Climate Change of the **Republic of Korea**
34.	H.E. Ms. Joanna Marie Bérenger, Junior Minister of Environment, Solid Waste Management and Climate Change, **Mauritius**
35.	H.E. Mr. Alexandru Avram, Secretary General, Ministry of Environment, Waters and Forests, **Romania**
36.	H.E. Filip Kuffa, State Secretary, Ministry of the Environment, **Slovak Republic**
37.	H.E. Mr. Maximiliano Proaño Ugalde, Subsecretario del Medio Ambiente, **Chile**
38.	H.E. Mr. Grigore Stratulat, State Secretary, Ministry of Environment, **Republic of Moldova**
39.	H.E. Mr.David Surý, Deputy Minister of Environmental Protection, Ministry of the Environment, **Czechia**
40.	H. E. Mr. Iskandarbek Kutbiddinov, Deputy Minister of Environment, **Uzbekistan**
41.	H.E. Ambassador Eric Anderson Machado, Secretary General of the Ministry of Foreign Affairs, **Peru**
42.	H.E. Ms. Usana Berananda, Ambassador Extraordinary and Plenipotentiary and Permanent Representative, Permanent Mission of Thailand, **Thailand**
43.	H.E. Ms. Callista Jennie Mutharika, High Commissioner, Permanent Representative of **Malawi** to the United Nations Environment Programme and UN-Habitat in Nairobi
44.	H.E. Mr. Sumbue Antas, Ambassador, Permanent Representative of Vanuatu to the United Nations and other International Organisations in Geneva, **Vanuatu**
45.	H. E. Ms. Imene-Clranduru, Ambassador Extraordinary and Plenipotentiary, Permanent Representative of Namibia to the United Nations Office and other international organizations in Geneva, **Namibia**
46.	Mr. Zulfiya Suleimenova, Advisor to the President of the Republic of Kazakhstan, Special Representative of the President on International Environmental Cooperation, **Kazakhstan**
47.	H.E. Ambassador Ms. Winpeg Moyo, Permanent Representative of Zimbabwe to the United Nations Environment Programme, **Zimbabwe**

Order	Speaker
48.	H. E. Akillino Susaia, Ambassador Extraordinary and Plenipotentiary of the Federated States of Micronesia to the United Nations Office and other international organizations in Geneva, **Federated States of Micronesia**
49.	H. E. Mr. Frederick Pitcher, Ambassador Extraordinary and Plenipotentiary of Nauru to the United Nations Office and other international organizations in Geneva, **Nauru**
50.	H.E. Mr. António da Conceição, Ambassador and Permanent Representative of Timor-Leste to the UN Office and other International Organizations in Geneva, **Timor-Leste**
51.	Ms. Syeda Rizwana Hasan, Honorable Advisor to the Ministry of Environment, Forest and Climate Change, **Bangladesh**
52.	Dr. Ali Saad Hamed Abosena, Chief Executive Officer of Egyptian Environmental Affair Agency, **Egypt**
53.	Mr. Michael Bonser, Associate Assistant Deputy Minister, Strategic Policy and International Affairs Branch, Environment and Climate Change, **Canada**
54.	Ms. Zeinabou Ibrahim Maguina, Conseillère technique du ministre de l'Environnement, de l'hydraulique et de l'assainissement, **Niger**