Dear Members,

The *first session of the Intergovernmental Negotiating Committee (INC-1)* organised by the UN Environment Programme will take place in Punta del Este from 28 November to 2 December 2022, with BRS plastic stakeholder meetings planned for the 23 to 25 November, multi-stakeholder forum planned 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 INC will be a hybrid meeting.

The Secretariat is pleased to inform you that with funding support from the Australia Department of Foreign Affairs and Trade, we will be able to sponsor one delegate from the following countries: Cook Islands, Fiji, Kiribati, Marshall Islands, Micronesia (Federated States of), Niue, Nauru, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu, and Vanuatu to be sponsored by the Secretariat preferably, someone who is familiar with the plastics pollution and intergovernmental negotiating committee process.

Unfortunately, the funding for in person attendance does not extend to the territories of American Samoa, Commonwealth of Northern Marianas Islands, French Polynesia, Guam, New Caledonia, Tokelau, and Wallis and Futuna, therefore participation in this workshop will be at your own cost unless joining virtually.

To assist with travel arrangements and meeting logistics, kindly complete the attached nomination form (Annex 1) and submit to the Secretariat at your earliest convenience but **no later than COB Friday 16, September 2022.** The Secretariat also encourages Members to register their attendance for the INC-1 on the UNEP website.

In preparation for the INC-1, the Secretariat also informs you that the outcomes of the *Pacific Regional Preparatory Workshop for the INC-1* that was held from the 16 to 18 August in Suva Fiji, can be accessed on [https://inc.sprep.org/#agenda](https://inc.sprep.org/#agenda).

For further information please contact Mr. Anthony Talouli on [anthonyt@sprep.org](mailto:anthonyt@sprep.org), and/or Ms. Davina Tiitii on [davinat@sprep.org](mailto:davinat@sprep.org) of the Waste Management and Pollution Control Programme.

Yours sincerely,

Sefanaia Nawadra
Director General