

Email saicm.chemicals@unep.org

Ref: Intersessional Process

Date: 13 October 2016

Subject: 1st meeting of the intersessional process for considering SAICM and the sound management of chemicals and waste beyond 2020, Brasilia, Brazil, 7 to 9 February 2017

Dear Sir/Madam,

I have the honour to refer to the fourth session of the International Conference on Chemicals Management, held in Geneva, Switzerland, from 28 September to 2 October 2015. The Conference, through resolution IV/4, decided to initiate an intersessional process to prepare recommendations regarding the Strategic Approach and the sound management of chemicals and waste beyond 2020 before the fifth session of the Conference in 2020.

Recommendations developed by the intersessional process will provide an important basis for decision-making regarding the Strategic Approach and the sound management of chemicals and waste beyond 2020 at the fifth session of the Conference in 2020.

The first meeting of the intersessional process will be held in Brasilia, Brazil, from 7 to 9 February 2017, upon the generous invitation of the Government of Brazil.

The intersessional process is open to participation of all stakeholders. Limited funding will be made available for participation of developing countries, countries with economies in transition and non-governmental participants, in line with resolution IV/4.

I hereby invite you to pre-register, following the guidance set out in the Annex to this letter for representatives of your Government or organization to participate in the first meeting of the intersessional process. Pre-registration should be submitted via the online tool on the SAICM website no later than **25 November 2016**. In recognition of the multi-sectoral character of the Strategic Approach, we would encourage the participation of representatives from a range of different sectors with responsibility for international chemicals management and safety issues such as agriculture, development, environment, foreign affairs, health, industry and labour. Funded participants will be notified by the SAICM secretariat through a letter confirming travel support no later than 12 December 2016.

To: SAICM focal point
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cc: Permanent Missions to the United Nations in Geneva

Governments and other stakeholders in a position to do so are encouraged to contribute financial and other resources to enable the secretariat to perform its mandated functions for the intersessional process. All stakeholders are invited to consider ways in which they might support these efforts.

Logistical information relevant to the meeting, including pre-registration, organization of work and travel of funded participants is included in the attached Annex. For further information on the meeting, please do not hesitate to contact the SAICM secretariat by e-mail saicm.chemicals@unep.org or consult the website www.saicm.org.

I look forward to your participation in the meeting.

Yours sincerely,

Jacob Duer
Principal Coordinator
SAICM secretariat and Interim Secretariat of the Minamata Convention on Mercury
Chemicals and Waste Branch
Economy Division

ANNEX- Logistical information

Pre-Registration

Please pre-register online at http://www.saicm.org/index.php?option=com_content&view=article&id=589 on the SAICM website.

Pre-registration should be completed for each participant no later than **25 November 2016**. Please note that registration for participants seeking funding from the secretariat will not be considered after this date.

Organization of work

The first meeting of the intersessional process will be held in Brasilia, Brazil. The meeting will be opened on Tuesday, 7 February, at 10 a.m. and conclude at 6 p.m. on Thursday, 9 February 2017.

The provisional agenda for the meeting and other meeting documents will be available on the SAICM website at www.saicm.org.

Prior to the opening of the meeting, there will be opportunities for regional and sectoral groups to meet on Tuesday, 7 February 2017 from 9.00 a.m. to 10.00 a.m.

The working language of the meeting will be English only.

Travel of funded participants

Resolution IV/4 of the International Conference on Chemicals Management requests the secretariat to support, subject to the availability of resources, the participation of stakeholders as identified by the regions and sectors through the Bureau, up to eight from African States, eight from Asian-Pacific States, three from Central and Eastern European States, five from Latin American and Caribbean States and two representatives of each of the health, trade union and public interest sectors of non-governmental participants.

Funded participants will be notified by the SAICM secretariat through a letter confirming travel support no later than 12 December 2016.

Air travel for funded participants will be arranged according to the United Nations Secretariat rules, via the most economical means possible in all cases. Please note that changes to air tickets after they have been issued will not be permitted.

Further information

For further information on the meeting, please contact the SAICM secretariat, by e-mail at saicm.chemicals@unep.org, or consult our website at www.saicm.org.