

Reference: Minamata/COP3/Nov 2019

23 May 2019

Excellency,

I have the honour to invite your Government to the third meeting of the Conference of the Parties to the Minamata Convention on Mercury. The Conference is scheduled to take place in Geneva, from 25 to 29 November 2019, as decided by the second meeting of the Conference of the Parties. The meeting will be preceded on 24 November 2019 by meetings of the regional and other groups.

The third meeting of the Conference of the Parties will play a key role in advancing the implementation of the Convention. The meeting will, inter alia, consider the results of the significant intersessional work established by the second meeting and adopt decisions to advance this further, as well as provide additional guidance to the secretariat. This is particularly important for maintaining the momentum of the Convention given that following the third meeting, the fourth and future meetings of the Conference will take place every two years.

In order to be a Party to the Minamata Convention at the time of the Conference, instruments of ratification, acceptance, approval or accession should be deposited with the United Nations Secretary-General at your earliest convenience and no later than 27 August 2019. The updated list of deposited instruments can be found on the Convention website at: [mercuryconvention.org/Countries/Parties](http://mercuryconvention.org/Countries/Parties).

I would be grateful if you could nominate an official to coordinate the registration requirements of your Government's delegation with the secretariat of the Minamata Convention. Please send this nomination by e-mail to [MEA-MinamataMeetings@un.org](mailto:MEA-MinamataMeetings@un.org) by **28 June 2019**. The secretariat will coordinate directly with this nominee.

Logistical and other information relevant to the meeting, including on pre-registration, official nomination letters, organization of work, credentials for Parties and travel of sponsored participants is included in the attached Annex. For further information, please do not hesitate to contact the secretariat of the Minamata Convention or consult the website [mercuryconvention.org](http://mercuryconvention.org).

We look forward to the participation of your Government in this important meeting as part of your continuous commitment to making mercury history.

Sincerely,



Rossana Silva Repetto  
Executive Secretary

To: All Governments through official channels of communication with the UN Environment Programme including Permanent Missions to the UN Environment Programme and the UN in Geneva  
Cc: National Focal Points for the Minamata Convention on Mercury  
Bureau of the COP-3 to the Minamata Convention on Mercury



## **Annex – Logistical and other important information concerning the meeting**

### **1. Becoming a Party at the time of the third meeting of the Conference of the Parties**

The Minamata Convention entered into force on 16 August 2017, the 90th day after the date of deposit of the 50th instrument of ratification, acceptance, approval or accession. For each State or regional economic integration organization that ratifies, accepts or approves the Convention or accedes thereto after the deposit of this 50th instrument, the Convention will enter into force on the 90th after the date of deposit by such State or regional economic integration organization of its instrument of ratification, acceptance, approval or accession. Hence in order to be Parties to the Minamata Convention at the time of the third meeting of the Conference of the Parties, countries and regional economic integration organizations that have not yet done so should deposit their instrument of ratification, acceptance, approval or accession with the United Nations Secretary-General, who is the depository of the Convention, no later than 27 August 2019.

### **2. Registration**

Parties are requested to nominate an official to coordinate the registration requirements of the respective delegations with the secretariat of the Minamata Convention by 28 June 2019. Nominations should include name, designation, and contact information.

Pre-registration, including submission of the required documentation, should be completed no later than **19 August 2019** using the online platform that will be available from early July 2019 at [mercuryconvention.org](http://mercuryconvention.org).

Required documents for pre-registration should include an official nomination letter from the Ministry of Foreign Affairs or a note verbale from the Permanent Mission of the party to the United Nations Office at Geneva. The sponsored participant should be clearly identified in the official nomination letter and a copy of the sponsored participant's national passport identification page should be enclosed.

### **3. Assistance to representatives from developing country Parties and Parties with economies in transition**

Financial assistance may be available to support the participation of one participant per eligible developing country party and party with economy in transition.

The official nomination letter referred to above should indicate that the individual concerned is the delegate whom the Government has designated to receive financial assistance.

Please note that pursuant to UN travel rules, strict adherence to the 19 August 2019 deadline is required for sponsored participants. It is not possible to guarantee support for, and organization of, travel for participants nominated after that date.

Instructions on travel arrangements for sponsored participants will be issued following the closure of the registration period. Air travel for sponsored participants will be arranged according to the United Nations regulations and rules, via the most economical and direct means possible in all cases. Please note that changes to air tickets after they have been issued will not be permitted.

### **4. Visas**



All participants are responsible for obtaining their visa for entering Switzerland, as well as any necessary transit visa(s), as appropriate. Visa support letters can be provided by the secretariat upon request.

## **5. Credentials for Parties to the Minamata Convention**

In order to take part in the decision-making process at the meeting of the Conference of the Parties, Parties to the Minamata Convention must each be accredited. Credentials for the head of delegation, alternate representatives and advisers are issued either by the Head of State or Government or by the Minister of Foreign Affairs. In the case of a regional economic integration organization, credentials should be issued by the competent authority of that organization. Information regarding any change in the composition of the delegation should be submitted using the same procedure.

Samples of credentials are available in Arabic, Chinese, English, French, Russian and Spanish on the Minamata Convention website at: [mercuryconvention.org](http://mercuryconvention.org).

Originals of the credentials shall be submitted to the secretariat no later than twenty-four hours after the opening of the meeting. Parties are invited to submit an advance copy of their credentials, preferably by 1 November 2019, in order to facilitate the clearance process, to:

The Executive Secretary  
Secretariat of the Minamata Convention on Mercury  
United Nations Environment Programme  
Avenue de la Paix 8-14, 1211 Geneva 10, Switzerland  
E-mail: [MEA-MinamataMeetings@un.org](mailto:MEA-MinamataMeetings@un.org)

## **6. Organization of work**

The third meeting of the Conference of the Parties to the Minamata Convention on Mercury will be held at the International Conference Centre in Geneva, Switzerland. The meeting will be opened on Monday, 25 November 2019 at 10.00 and is expected to conclude at 18.00 on Friday, 29 November 2019.

The working languages of the meeting will be Arabic, Chinese, English, French, Russian and Spanish.

Prior to the opening of the meeting, meetings of regional groups will be held, on Sunday, 24 November 2019, from 15:00 until 18:00, with the exact time to be advised by the relevant Bureau member or regional coordinator.

Official documents and information on practical arrangements will be posted on the Minamata Convention website ([mercuryconvention.org](http://mercuryconvention.org)) as they become available.

## **7. Further information**

For further information on the meeting, please do not hesitate to contact the secretariat, by e-mail at [MEA-MinamataMeetings@un.org](mailto:MEA-MinamataMeetings@un.org), or consult our website at: [mercuryconvention.org](http://mercuryconvention.org).