Ref: MC/COP5/2023/60  
Geneva, 5 May 2023

Subject: Invitation to the fifth meeting of the Conference of Parties of the Minamata Convention on Mercury

Dear Sir/Madam,

I have the pleasure to invite you to the fifth meeting of the Conference of the Parties to the Minamata Convention on Mercury (COP-5) to be held from 30 October to 3 November 2023, at the Geneva International Conference Centre (CICG), 17 rue de Varembé, Geneva, Switzerland.

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

The provisional agenda for the meeting is enclosed in Annex I to this letter.

As per paragraph 6 of Article 23 of the Minamata Convention, any body or agency, whether national or international, governmental or non-governmental, that is qualified in matters covered by the Convention and has informed the Secretariat of its wish to be represented at a meeting of the Conference of the Parties as an observer may be admitted unless at least one third of the Parties present object.

Organizations who were approved to participate in the previous meetings of the Conference of the Parties do not need to resubmit their application for admission. Other Organizations should submit to the Secretariat by e-mail: MEA-MinamataMeetings@un.org, at least two months prior to the opening of the meeting, an application for admission as an observer at meetings of the Conference of the Parties, including information demonstrating that it is qualified in matters covered by the Convention. The Secretariat will screen the applications to check their completeness and conformity with the requirements of the Convention. Successful applications will be submitted to the fifth meeting of the Conference of the Parties. Further information with regard to the participation of observers in meetings of the Conference of the Parties may be found at: mercuryconvention.org/Meetings/Observers.

Information related to registration, nomination letters, travel and other practical information is included in Annex II. Working documents, a tentative schedule of the meeting and further logistical information relevant to the meeting will be posted on the COP-5 webpage as they become available.

I look forward to the participation of your organisation in this important meeting as part of your continuing commitment to making mercury history.

Sincerely,

Monika Stankiewicz
Executive Secretary

To: Intergovernmental organizations
Non-governmental organizations having participated in the previous meetings of the Conference of the Parties to the Minamata Convention on Mercury.
Annex I – Provisional agenda of COP-5

1. Opening of the meeting.

2. Organizational matters:
   (a) Adoption of the agenda;
   (b) Organization of work;
   (c) Election of officers for the intersessional period and the sixth meeting of the Conference of the Parties;
   (d) Report on the credentials of representatives to the fifth meeting of the Conference of the Parties.


4. Matters for consideration or action by the Conference of the Parties:
   (a) Mercury supply sources and trade
   (b) Mercury-added products and manufacturing processes in which mercury or mercury compounds are used: Amendment to Annexes A and B, and consideration of feasibility of mercury-free alternatives for manufacturing processes listed in Annex B;
   (c) Artisanal and small-scale gold mining;
   (d) Emissions of mercury.
   (e) Releases of mercury;
   (f) Mercury waste: consideration of the relevant thresholds;
   (g) Financial resources and mechanism:
      (i) Global Environment Facility;
      (ii) Specific International Programme to Support Capacity-Building and Technical Assistance;
      (iii) Review of the financial mechanism;
   (h) Capacity building, technical assistance and technology transfer;
   (i) Implementation and Compliance Committee;
   (j) National reporting;
   (k) Effectiveness evaluation;
   (l) Financial rules;
   (m) Gender;
   (n) Knowledge management,
   (o) Mercury and the Kunming-Montreal Global Biodiversity Framework.

5. International cooperation and coordination.

6. Programme of work and budget.

7. Venue and dates of the sixth meeting of the Conference of the Parties.

8. Other matters.

9. Adoption of the report of the meeting.

10. Closure of the meeting.
Annex II – Logistical and other important information concerning the fifth meeting of
the Conference of the Parties to the Minamata Convention

1. Registration

The names, titles and contact information of your designated representatives to attend the fifth meeting of
the Conference of the Parties (including postal addresses, telephone numbers and email addresses) should
be communicated to the Secretariat using Kronos online registration platform that will be available from 3
July 2023. The link to access the registration platform with the instructions will be sent to the contact
emails of the organisation. Shall you wish to check/update the contact email of your organization, please
contact us at MEA-MinamataMeetings@un.org.

Furthermore, organisations are requested to send to the Secretariat at MEA-MinamataMeetings@un.org a
nomination letter with the names and contact details of the designated representatives, signed by the head
of the entity or other duly authorized representative. The deadline for registration in the online platform and
for sending the nomination letter is 29 September 2023.

Please note that the completion of the registration process is subject to the submission of all required
information and subsequent confirmation by the Secretariat. Delegates are invited not to make travel
arrangements before receiving the registration confirmation from the Secretariat. Once the registration is
validated in Kronos, each member of the delegation will receive a confirmation email with further
information and details.

Please note that early registration is encouraged. Also, in the nomination process of delegates to the
meeting, organisations are strongly encouraged to ensure balanced gender representation within their
delегations.

All participants are responsible for making their own hotel and visa arrangements for entering Switzerland,
as well as any necessary transit visa(s), as appropriate.

2. Further information

a. COVID-19

It is the responsibility of each participant to familiarize themself with travel restrictions related to
coronavirus disease (COVID-19) pandemic in the country of origin, including for transit and re-entry. The
following websites provide information on entry requirements to Switzerland:

- [https://www.bag.admin.ch/bag/en/home/krankheiten/ausbrueche-epidemien-pandemien/aktuelle-
ausbrueche-epidemien/novel-cov/empfehlungen-fuer-reisende/quarantaene-einreisende.html](https://www.bag.admin.ch/bag/en/home/krankheiten/ausbrueche-epidemien-pandemien/aktuelle-
ausbrueche-epidemien/novel-cov/empfehlungen-fuer-reisende/quarantaene-einreisende.html) (Entry
restricitions from the Federal Office of Public Health’s website)

- [https://travelcheck.admin.ch/home](https://travelcheck.admin.ch/home) (Travelcheck)

Appropriate precautionary and hygiene measures will be put in place at the meeting venue, in
accordance with the requirements of the United Nations and the Government of Switzerland. The
COVID-19 situation will be kept under review in the lead-up and during the meeting. The Secretariat
strongly recommends that all participants in the meeting of the Conference of the Parties be fully
vaccinated against COVID-19. Please follow [COP-5 webpage](https://www.bag.admin.ch/bag/en/home/krankheiten/ausbrueche-epidemien-pandemien/aktuelle-

b. Greening the COP

The Secretariat is committed to enhancing and promoting the environmental sustainability of its
activities, including in the preparation and conduct of its meetings. The fifth meeting of the Conference
of the Parties will be conducted in line with the Secretariat’s environmental sustainability efforts. A
number of measures will be put in place to reduce the environmental footprint of COP-5. The Secretariat will work with the International Conference Centre in Geneva on measures to reduce the environmental impact of its services.

The environmental impact of COP-5 depends on the efforts of all participants, and your support in this important endeavour is highly appreciated. Information on the sustainability measures that will be adopted by the Secretariat and suggested actions for participants to support greening COP-5 will be posted on COP-5 webpage.

c. Code of Conduct to Prevent Harassment at Events organized under the Minamata Convention

As notified by the Executive Secretary on 11 January 2023, the United Nations issued the Code of Conduct to prevent harassment, including sexual harassment, at UN System events, which include meetings, conferences, side events, workshops and other events organized under the Minamata Convention on Mercury. The Secretariat of the Minamata Convention is committed to enabling events at which everyone can participate in an inclusive, respectful and safe environment. Delegates are invited to familiarize themselves with the document.

d. Streaming of plenary sessions

The meeting will be held in person at the International Conference Center in Geneva. The plenary sessions of the meeting will be live streamed in English and the streaming will made available through the COP-5 webpage and YouTube Channel.

For further information on the meeting, please do not hesitate to contact the Secretariat, by e-mail at MEA-MinamataMeetings@un.org, or consult our website at: mercuryconvention.org.