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**Intergovernmental meeting to establish a science-policy panel  
to contribute further to the sound management of  
chemicals and waste and to prevent pollution**  
Punta del Este, Uruguay, 19 and 20 June 2025  
Item 3 (c) of the provisional agenda\*

**Organizational matters: organization of work**

## **Scenario note for the intergovernmental meeting to establish a science-policy panel to contribute further to the sound management of chemicals and waste and to prevent pollution**

**Note by the secretariat**

### **I. Introduction**

1. In its resolution 5/8, the United Nations Environment Assembly of the United Nations Environment Programme (UNEP) decided that a science-policy panel should be established to contribute further to the sound management of chemicals and waste and to prevent pollution. The Assembly also decided to convene, subject to the availability of resources, an ad hoc open-ended working group to prepare proposals for the science-policy panel that would begin its work in 2022 with the ambition of completing it by the end of 2024. The Assembly requested the Executive Director of UNEP, upon completion of proposals prepared by the working group, to convene an intergovernmental meeting for the purpose of considering the establishment of a science-policy panel.
2. The present note outlines the proposed plan and general expectations for the intergovernmental meeting in order to assist participants in their preparations.

### **II. Modalities**

3. The intergovernmental meeting will be opened at 3 p.m. on Thursday, 19 June 2025<sup>1</sup> and is expected to conclude by 6 p.m. on Friday, 20 June 2025. The meeting will be hosted by the Government of Uruguay and held at the Convention and Exhibition Centre in Punta del Este, Uruguay.
4. The intergovernmental meeting will be preceded by the resumed third session of the ad hoc open-ended working group on a science-policy panel to contribute further to the sound management of chemicals and waste and to prevent pollution, to be held at the same venue from Sunday, 15 June 2025 to Wednesday, 18 June 2025. Informal, stakeholder and regional meetings will take place on Saturday, 14 June 2025.
5. The plenary sessions of the intergovernmental meeting will be held in person and conducted in the six official languages of the United Nations. Plenary sessions will also be livestreamed.

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\* UNEP/SPP-CWP/IM/1.

<sup>1</sup> Practical information for participants can be found in the information note available [here](#).

6. Given that the Environment Assembly, in resolution 5/8, decided that participation in the ad hoc open-ended working group should include Governments and regional economic integration organizations and be open to observers from United Nations entities, relevant multilateral agreements, other international instruments and intergovernmental bodies, including those that were members of the Inter-Organization Programme for the Sound Management of Chemicals, and stakeholder representatives, the intergovernmental meeting will, to ensure consistency and continuity, follow the same approach. This will also ensure broad stakeholder engagement in the meeting.

7. All background documentation (pre-session documents) for the intergovernmental meeting, as well as in-session and post-session documents, will be made available on the official website.<sup>2</sup>

### **III. Opening of the meeting**

8. Under agenda item 1 (Opening of the meeting), the intergovernmental meeting will be opened by the Executive Director of UNEP. Opening statements will be delivered by the Executive Director, by a high-level representative of the host country, and by ministers and deputy ministers of national Governments as well as by representatives of regional and political groups and the group of stakeholders.

### **IV. Election of officers**

9. Under agenda item 2 (Election of officers), two Co-Chairs, one from a developing country and one from a developed country, will be elected, taking into account the need to ensure gender balance.

### **V. Organizational matters**

10. Under agenda item 3, the intergovernmental meeting is expected to consider the organizational matters for the meeting on the basis of the annotated provisional agenda set out in document UNEP/SPP-CWP/IM/1/Add.1.

#### **A. Adoption of the rules of procedure**

11. As the intergovernmental meeting will be convened pursuant to a request by the Environment Assembly in its resolution 5/8, the rules of procedure of the Environment Assembly will apply, *mutatis mutandis*, to the proceedings of the meeting.

#### **B. Adoption of the agenda**

12. Subject to the rules of procedure, the intergovernmental meeting is expected to adopt the agenda on the basis of the provisional agenda set out in document UNEP/SPP-CWP/IM/1.

#### **C. Organization of work**

13. In accordance with Environment Assembly resolution 5/8, the intergovernmental meeting will be invited to consider proposals recommended by the ad hoc open-ended working group.

14. The work of the meeting will be conducted in plenary sessions, to be held from 3 to 6 p.m. on Thursday, 19 June 2025 and from 10 a.m. to 1 p.m. and 3 to 6 p.m. on Friday, 20 June 2025.

### **VI. Credentials of representatives**

15. Under agenda item 4 (Credentials of representatives), in accordance with rule 16 of the rules of procedure of the Environment Assembly, each member of the Assembly shall be represented by an accredited representative, who may be accompanied by such alternate representatives and advisers as may be required. In accordance with rule 17, the credentials of representatives and the names of alternate representatives and advisers should be submitted to the Executive Director before the first meeting that representatives are to attend.

16. Before the start of the meeting, an advance scanned copy of credentials, signed by either the Head of State or Government or the minister for foreign affairs, as well as other formal communications containing the names of representatives to the intergovernmental meeting (such as

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<sup>2</sup> <https://www.unep.org/events/conference/intergovernmental-meeting-consider-establishment-new-science-policy-panel>.

letters and notes verbales from permanent missions or formal communications from government ministries) should be sent to [unep.credentials@un.org](mailto:unep.credentials@un.org) and [spp-cwp@un.org](mailto:spp-cwp@un.org).

17. The original hard copy of the credentials and other communications should be submitted to the Law Division of UNEP (P. O. Box 30552, 00100 Nairobi, Kenya) for the attention of the Principal Legal Advisor of UNEP. During the intergovernmental meeting, delegations may, alternatively, deposit original hard copies of credentials at the registration desk.

18. In accordance with paragraph 2 of rule 17 of the rules of procedure, the intergovernmental meeting will be invited, at its plenary session in the afternoon of Friday, 20 June 2025, to consider and approve the report of the Co-Chairs on the credentials of representatives in attendance.

## **VII. Establishment of a science-policy panel to contribute further to the sound management of chemicals and waste and to prevent pollution**

19. Under agenda item 5 (Establishment of a science-policy panel to contribute further to the sound management of chemicals and waste and to prevent pollution), Gudi Alkemade, Chair of the ad hoc open-ended working group on a science-policy panel to contribute further to the sound management of chemicals and waste and to prevent pollution, will be invited to present a report on the outcomes of the work of the working group.

20. The intergovernmental meeting will be invited to consider and adopt the proposals recommended by the ad hoc open-ended working group, together with the draft decisions:

(a) Draft decision [--] on the establishment of the science-policy panel. The annex to this draft decision includes the finalized foundational document that presents the scope, objective and functions of the panel, operating principles and approaches of the panel, institutional arrangements for the panel, and the evaluation of the operational effectiveness and impact of the panel.

(b) Draft decision [--] on recommendations for consideration by the governing body of the science-policy panel at its first session. The annex to this draft decision includes the finalized draft rules of procedure for the governing body of the panel, the draft process for determining the work programme, the draft procedures for the preparation and clearance of panel deliverables, and the draft conflict-of-interest policy.

(c) Draft decision [--] on arrangements for the interim period. The draft decision sets out the interim arrangements needed to facilitate the operation of the science-policy panel, notably the preparations for the first session of its governing body.

21. The intergovernmental meeting will then hear statements by representatives of Governments, including representatives of regional and political groups.

22. Oral statements on behalf of regional and political groups will be limited to five minutes; statements by individual Governments will be limited to three minutes. In the interest of making optimal use of the limited time available, Governments are encouraged to submit general statements in writing for uploading as in-session documents on the meeting website.

## **VIII. Other matters**

23. Under agenda item 6 (Other matters), the intergovernmental meeting may wish to consider any other matters raised during the meeting.

## **IX. Adoption of the report of the meeting; closure of the meeting**

24. Under agenda item 7 (Adoption of the report of the meeting), the Co-Chairs will present the draft report of the intergovernmental meeting, which will be circulated as an official in-session document. Participants will be invited to consider and adopt the draft report with the understanding that it will be finalized after the meeting.

25. Finally, under agenda item 8 (Closure of the meeting), the Executive Director of UNEP, a high-level representative of the host country, and representatives of regional and political groups and the group of stakeholders will be invited to deliver closing remarks.

26. The meeting is expected to be closed by 6 p.m. on Friday, 20 June 2025.

## Annex I

### Tentative schedule for the intergovernmental meeting to establish a science-policy panel to contribute further to the sound management of chemicals and waste and to prevent pollution

<i>Thursday, 19 June 2025</i>	
3–6 p.m.	<b>Plenary session</b>
	Agenda item 1: Opening of the meeting
	Agenda item 2: Election of officers
	Agenda item 3: Organizational matters
<i>Friday, 20 June 2025</i>	
10 a.m.–1 p.m.	<b>Plenary session</b>
	Agenda item 5: Establishment of a science-policy panel to contribute further to the sound management of chemicals and waste and to prevent pollution
1–3 p.m.	Lunch break
3–6 p.m.	<b>Closing plenary session</b>
	Agenda item 4: Credentials of representatives
	Agenda item 6: Other matters
	Agenda item 7: Adoption of the report of the meeting
	Agenda item 8: Closure of the meeting

## Annex II

### List of meeting documents

<i>Document</i>	<i>Title of working document</i>
UNEP/SPP-CWP/IM/1	Provisional agenda
UNEP/SPP-CWP/IM/1/Add.1	Annotated provisional agenda

<i>Document</i>	<i>Title of information document</i>
UNEP/SPP-CWP/IM/INF/1	Scenario note for the intergovernmental meeting to establish a science-policy panel to contribute further to the sound management of chemicals and waste and to prevent pollution