To: Representatives of States Parties to the Biological Weapons Convention
Representatives of Signatory States to the Biological Weapons Convention
Representatives of Observer States to the Biological Weapons Convention
Representatives of the United Nations, specialized agencies and regional intergovernmental organizations
Representatives of non-governmental organizations

6 December 2021

BIOLOGICAL WEAPONS CONVENTION – PREPARATORY COMMITTEE FOR THE NINTH REVIEW CONFERENCE

Excellency,

As you are aware, the Preparatory Committee for the Ninth Review Conference was postponed due to the COVID-19 pandemic. As agreed at the Meeting of States Parties last month, the Preparatory Committee will be held at the Palais des Nations on 20 December 2021. It will resume its work in April 2022.

I would hereby like to inform you of the practical arrangements for the upcoming Preparatory Committee meeting this month. Detailed information is provided in the annexed Aide-Mémoire.

Meeting modalities

The Preparatory Committee will take place in-person on 20 December 2021 in Room XIX. Although physical distancing measures which limit the capacity of conference rooms are in place due to the COVID-19 pandemic, all BWC States Parties will be able to be represented in the conference room. Public sessions of the Preparatory Committee will be broadcast live on UN Web TV with interpretation in all official UN languages.

Registration

Registration for the Preparatory Committee is now open. States Parties, Signatory States, Observer States and international organizations are kindly asked to send a note verbale to the Implementation Support Unit at the e-mail address above conveying the composition of their delegation with the full names, titles and functions of the members, no later than 15 December 2021. Non-governmental organizations and academic institutions should send an official letter with the full names, titles and functions of their participants.

In line with UNOG guidelines and regulations in response to COVID-19, all participants attending the Preparatory Committee in person, including those who already have a UN grounds pass, must also register online at https://indico.un.org/event/35464/ This is required by
the Swiss authorities for COVID-19 contact tracing purposes. Participants are kindly requested to start the registration process now as all registrations must be completed by **15 December 2021**. The note verbale or letter mentioned above must be uploaded by each participant during this registration process.

Participants who intend to follow the proceedings remotely on UN Web TV do not need to register online. Registration is exclusively for in-person participants whereas UN Web TV can be accessed without prior registration.

**Documentation**

Official pre-session documents for the Preparatory Committee can be found in all official UN languages at [https://meetings.unoda.org/meeting/bwc-prepcom-2021/](https://meetings.unoda.org/meeting/bwc-prepcom-2021/) If States Parties intend to submit working papers to the Preparatory Committee, they are encouraged to do so by **15 December 2021** so the documents can be processed and made available to all participants in good time. Such documents should be submitted in Microsoft Word format to the e-mail address above.

**Travel restrictions**

Travel restrictions are currently in place in Switzerland due to the COVID-19 pandemic. Persons wishing to participate in the Preparatory Committee are encouraged to familiarize themselves with the requirements regarding entry into Switzerland prior to travel.

More detailed information on the issues described above is provided in the attached Aide-Mémoire. Please review this document carefully prior to registration.

Any queries can be directed to the Implementation Support Unit at the e-mail address above.

Please accept the assurances of my highest consideration.

Daniel Feakes  
Chief, BWC Implementation Support Unit

**Attachment:**

1) Aide-Mémoire for participants from States Parties, Signatory States, Observer States, intergovernmental organizations and non-governmental organizations.