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

14 March 2022

BIOLOGICAL WEAPONS CONVENTION
PREPARATORY COMMITTEE FOR THE NINTH REVIEW CONFERENCE

Excellency,

The Preparatory Committee for the Ninth Review Conference of the Biological Weapons Convention (BWC) will resume its work from 4 to 11 April 2022.

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

Meeting modalities

The Preparatory Committee will take place in-person from 4 to 11 April 2022 in Room XIX in the E Building of the Palais des Nations. Although physical distancing measures which limit the capacity of conference rooms are still 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 25 March 2022. Non-governmental organizations and academic institutions should send an official letter with the full names, titles and functions of their participants by the same date.

In line with 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/35465/](https://indico.un.org/event/35465/) 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 25 March 2022. 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.

Speakers list

The list of speakers for the general exchange of views during the Preparatory Committee is now open. In order to inscribe a delegation on the list of speakers, please send a request by e-mail to the Implementation Support Unit on the address above.

Documentation

States Parties intending to submit working papers to the Preparatory Committee are encouraged to do so by **25 March 2022** in order that the documents are 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.

Side events

Due to the COVID-19 measures, events and meetings at the Palais des Nations need to comply with specific requirements. Room availability is also limited because of the renovations of the Palais des Nations under the Strategic Heritage Plan. It will only be possible to confirm the possibility of in-person side events closer to the Preparatory Committee. However, virtual side events can be arranged by the organizers/conveners themselves and the Implementation Support Unit will compile and make available online a list of all such events communicated to it.

Travel restrictions

Travel restrictions may be in place for travel from certain countries to 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. Further information and official documents for the Preparatory Committee can be found at [https://meetings.unoda.org/meeting/bwc-prepcom-2021/](https://meetings.unoda.org/meeting/bwc-prepcom-2021/).

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.