

Geneva, 26 July 2023

Update: Call for Knowledge Lab Proposals

The Secretariat of the Minamata Convention on Mercury is offering further opportunities for knowledge and information sharing at the fifth meeting of the Conference of the Parties to the Minamata Convention on Mercury (COP-5) through unique sessions called **Knowledge Labs**. These sessions were announced on 22 May 2023, and this note provides additional details of the sessions.

Knowledge Labs provide an opportunity for organizers to engage with COP-5 participants and showcase their work in an open space set-up through a **45-minute poster session**. The call for applications is addressed to Parties and major groups and stakeholders registered for COP-5 and organizations approved to participate in the previous meetings of the Conference of the Parties. The deadline to submit applications is on **Friday, 25 August 2023**.

Format: The Knowledge Labs are **poster sessions** conducted in an open space setting, allowing for informal and interactive discussions between presenters and participants. This format encourages active exchange of knowledge, ideas, and experiences.

Poster Session Options: Presenters will have the flexibility to choose between digital or printed poster presentations, which can include videos and other visual materials, based on their preferences and the nature of their work. Instructions on technical requirements and setup will be provided to accepted presenters.

- **Digital Posters and Video presentations:** If you opt for a digital or video presentation, you will have access to a **monitor or a screen** to display your poster or video. Please ensure that your digital poster is well-designed and visually engaging.
- **Printed Posters:** For those who prefer printed versions, **portable exhibit boards** will be available for displaying your posters. Please ensure that your posters are clear, concise, and visually appealing. You will be responsible for setting up and dismantling your printed posters.

** For the purposes of this document, the use of "poster presentation" includes, print, digital, video, and other presentation formats.*

Poster theme: Your poster presentation must respond to any of the following:

- Showcase impactful actions taken towards mercury reduction or elimination.
- Showcase activities that achieve co-benefits for broader environmental goals by reducing mercury pollution, drawing from decision MC-4/12 on how the implementation of the Minamata Convention can contribute to other relevant international regulations and policies, including those related to pollution, biodiversity, and climate change.
- Address topical themes of importance to the Convention, e.g., gender and vulnerable populations; science and technology; policy innovation and development; and knowledge management and digitalization.

You should focus on presenting the most relevant and compelling information to engage the audience.

Deadline: The deadline for proposal submission is **25 August 2023**. Late submissions will not be accepted.



Submission Process: Complete the information required in the Annex and send it to: Mea-MinamataSecretariat@un.org, with copy to richard.gutierrez@un.org, and indicate in the subject line: **COP-5 Knowledge Lab**. Please **attach your proposed poster** or mock-up for review of concept: as a **PDF/JPEG** file.

If the file size exceeds 10MB, please use Dropbox, Google Drive, or a similar service to make your submission. For other visual presentations or format please contact: MEA-MinamataSecretariat@un.org for further instructions.

Review and Acceptance: All submitted posters will undergo a review process. Accepted presenters will be notified of their selection and provided with further instructions.

Event Details:

Date and Time: The Knowledge Labs will take place during Minamata Convention COP-5 (**Tuesday, 31 October 2023 – Friday, 3 November 2023**) at 14h00-14h45. There are **only 4** Knowledge Lab session slots available per day. Please ensure your availability during the designated session. The Secretariat reminds applicants that it reserves the right to reschedule or cancel the Knowledge Lab session(s) at any time in the interest of the negotiating process and the overall management of the meetings.

Venue: Minamata Convention COP-5 will take place at the **International Conference Centre Geneva (CICG)**. The exact location and setup details at CICG for the Knowledge Labs will be communicated to accepted presenters closer to the event date.

Equipment and Support: Successful presenters will be provided free of charge with a small stage, two chairs; and one pin-up board (available sizes: 130 cm x 292 cm; 130 cm x 192 cm; and 160 cm x 189 cm). Additional or other equipment, such as TV monitors, will be arranged through and rented from the CICG service providers. The Secretariat will share the name and contact details of the CICG focal point, with whom presenters can coordinate their requirements. **Note, it is the obligation of the event organizers to pay for the rental of the respective CICG equipment.** Technical assistance and support from the CICG will be available to ensure a smooth experience.

We encourage you to seize this opportunity to share your knowledge, engage with an attentive audience, and contribute to the collaborative learning environment at COP-5.



Annex

Title	<i>Full title of the event</i>				
Organization submitting proposal	<i>Name of organization, organization contact person (maximum of two contact persons), full address and contact details</i>				
Partners, if any					
Brief description of the event including objectives, expected result, target audience, expected speakers (Max 400 words)					
Preferred date: Please choose two dates: indicate "1" for your preferred day, and "2" for your alternate day. (NOTE: The Secretariat reserves the right to finalize the events schedule to successful proposals.)	Time	Tue. 31 Oct.	Wed. 1 Nov.	Thurs. 2 Nov.	Fri. 3 Nov.
	14h00 – 14h45	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Keywords (these keywords are taken from the articles of the Minamata Convention. Tick as many boxes as applicable.)	<input type="checkbox"/> Primary mercury mining; <input type="checkbox"/> Mercury supply; <input type="checkbox"/> Trade; <input type="checkbox"/> Products; <input type="checkbox"/> Manufacturing processes; <input type="checkbox"/> ASGM; <input type="checkbox"/> Emissions; <input type="checkbox"/> Releases; <input type="checkbox"/> Storage; <input type="checkbox"/> Waste management; <input type="checkbox"/> Contaminated sites; <input type="checkbox"/> Finance; <input type="checkbox"/> Health; <input type="checkbox"/> Awareness raising; <input type="checkbox"/> Research and development; <input type="checkbox"/> Monitoring; <input type="checkbox"/> National implementation; <input type="checkbox"/> Capacity building; <input type="checkbox"/> Co-benefit with other environmental goals; Others (_____)				
Contact person	<i>Name, affiliation, phone, e-mail, and address</i>				
Note					