



UNCTAD(XVI)
U-16
(25/165GD)

NOTIFICATION

United Nations Conference on Trade and Development Sixteenth session

20–23 October 2025
Geneva, Switzerland

The Secretary-General of UN Trade and Development presents her compliments to the States members of UNCTAD and has the honour to refer to General Assembly decision 79/564 in which the Assembly welcomed the generous offer by the Government of Switzerland to host the sixteenth session of the United Nations Conference on Trade and Development. The Conference will be held from 20 to 23 October 2025 at the Palais des Nations in Geneva.

The provisional agenda, as approved by the Trade and Development Board at the closing plenary of its seventy-seventh executive session on 5 February 2025, and its annotations will be circulated in document TD/542. The organization of work of the Conference will be issued as an addendum to that document.

The opening ceremony, which will be attended by Heads of State and Government, will begin at 10 a.m. on Monday, 20 October 2025 in the Assembly Hall of the Palais des Nations. The Conference will comprise a number of multi-stakeholder events, including a Leaders Dialogue, ministerial round tables, side events, Global Commodities Forum, Global Services Forum, Digital for Development Forum, South-South Forum and Youth Forum. A detailed programme of the Conference is available at <https://unctad.org/unctad16>.

The Committee of the Whole will have its first plenary meeting at 3 p.m. on Monday, 20 October 2025. The general debate will also begin on Monday, 20 October, at 3 p.m., with statements to be broadcast live on the internet. A separate communication will be sent to States members of UNCTAD concerning the establishment of the list of speakers.

Participation and nominations

The attention of the members States is drawn to rule 13 of the rules of procedure of the Conference (TD/63/Rev.2), which states that credentials of their representatives are to be issued either by the Head of State or Government or by the Minister for Foreign Affairs of the country concerned, and that these credentials, together with the names of alternate representatives and advisers, should be communicated to the Secretary-General of UNCTAD.

The specialized agencies, International Atomic Energy Agency and intergovernmental bodies designated under rule 76 of the rules of procedure of the Trade and Development Board, and under rule 80 of the rules of procedure of the Conference, wishing to participate in the deliberations of the Conference are requested to inform the Secretary-General of UNCTAD of the names of their representatives.

Non-governmental organizations in the general category, those in the special category and non-governmental organizations accredited specifically for UNCTAD 16 wishing to attend the public meetings of the Conference are requested to inform the Secretary-General of UNCTAD of the names of their representatives.

Registration

All those wishing to attend UNCTAD 16 must register online by 10 October 2025. Participants will need to upload a letter of credentials, note verbale, personal invitation or further background information prior to and/or during the registration process. To expedite the registration process for member State delegations, an initial note verbale from the permanent mission of representatives may be uploaded as part of the online registration process. Please read the instructions at <https://unctad.org/unctad16/register> for detailed requirements for each participant category. Registered representatives will be included in the list of participants. For any enquiries, please contact the UNCTAD secretariat at:

E-mail: registration.unctad16@unctad.org

Web: <https://unctad.org/unctad16>



Rebeca Grynspan
Secretary-General of UN Trade and Development

20 August 2025