

ENRTP STRATEGIC COOPERATION AGREEMENTS
ANNUAL STRATEGIC PERFORMANCE OVERVIEW REPORT (SPOR)
IMPLEMENTATION OF ACTIVITIES APPROVED BY THE FIFTH MEETING OF THE CONFERENCE OF THE
PARTIES TO THE ROTTERDAM CONVENTION
PROGRESS PROJECT REPORT

Reporting Period	08/2012 to 02/2013
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DESCRIPTION

ENRTP Priority	Rotterdam Convention	EC Directorate General	ENV
Programme of Work	Component 1	Sound management of industrial chemicals under the Rotterdam Convention	22
	Component 2	Monitoring and reporting Severely Hazardous Pesticide Formulations	14
	Component 3	Interactive tools and publications	5, 12
	Component 4	Rotterdam Convention component of the joint clearing-house mechanism	33
	Component 5	Participation of developing countries at COP-6	1
	Component 6	Orientation workshop for new CRC members	18N
	Component 7	Workshops at national and regional level	15, 16, 17
Project's Title	Implementation of activities approved by the fifth meeting of the Conference of the Parties to the Rotterdam Convention		
Location	Global		
Total duration	02/12 – 12/13		

Responsible Entity	Secretariat of the Basel, Rotterdam, and Stockholm Conventions
UNEP/MEA Project Manager	Alexander Mangwiro (TAB, component 1), Gerold Wyrwal (Rome, component 2), Tarcisio Hardmann Reis /Elisabetta Tagliati (TAB/Rome, component 3), Osmany Perreira (ASB, component 4), Susanne Bengtsson (ASB component 5), Yun Zhou (Rome, component 6), Alexander Mangwiro (TAB, component 7)
EC Project Manager	Juergen Helbig

Date of EC Approval:	12/07/2012		
EC Allocation (EUR):	EUR 1,307,220		
Date of Allocation/Transfer:	12/07/2012		
Amount Received in 2012 (USD)	926,667	Exchange Rate:	0.74999
Total Expenditures (USD)	536,573	Total Expenditures (EUR)	402,423

SECTION 1: GENERAL VISIBILITY STRATEGY

Project plans: for each project component specific communication and visibility plans are being developed, if appropriate. These plans seek to reflect the primary specific objectives of MEA secretariats as a target group laid out in the communication strategy, to:

- build understanding of the need to integrate communication and visibility elements into project planning and implementation;
- increase appreciation of the scale of support from the EU and the importance of this partnership to UNEP and UNEP-administered MEAs.

Communication components: the project plans' communication components can include the following elements:

- Press releases on project milestones;
- Events on project topics (e.g. COPs side events, webinars etc.);
- EC & UNEP/MEA publications;
- Outreach through social media (Twitter, Facebook etc) on project milestones.

Each of the above media items should be branded, if possible, with information about the Strategic Cooperation Agreement (SCA).

Capacity4Dev (C4D): for communicating these project plans, the projects aim at using the Capacity4Dev (C4D) tool (<http://capacity4dev.ec.europa.eu/>), where information about the projects achievements, impacts and media products, in particular, multimedia, especially photos, video & infographics, should be logged. The C4D public group would be promoted on the clearinghouse conventions websites.

Content from project managers would be sent to the UNEP Brussels office. These reports would provide an update on the implementation of funded activities and showcase good examples of communication to stimulate ideas by project managers, highlighting outstanding achievements.

SECTION 2: DESCRIPTION OF PROJECT COMPONENTS

Component 1: Sound management of industrial chemicals under the Rotterdam Convention

SUMMARY PROJECT STATUS

Regarding industrial chemicals management, 2 initial awareness-raising and capacity building workshops for the management of industrial chemicals under the Rotterdam Convention were carried out, in Mauritania (26 – 31 October 2012) and Honduras (4 – 8 February 2013). Below is a brief summary of the outcomes:

- Increased awareness of the negative impacts of industrial chemicals on human health and the environment;
- Participants' understanding of how to apply the tools, approaches and processes that would support decision-making in the sound management of industrial chemicals and thereby meet their obligations under the Rotterdam and Stock conventions are strengthened.
- In fulfilling the request of the Conference of the Parties at its 5th meeting to support Parties in developing a sound framework for industrial chemicals management, the secretariat of the Rotterdam convention has collaborated with the Inter-organization Programme for the sound Management of Chemicals (IOMC) to establish a module for the toolkit being prepared by the IOMC. One of the modules in this toolkit will be used to guide and support developing countries in the process of establishing a framework for industrial chemicals management.

In Mauritania, the Ministry of Environment and Sustainable Development, Département des Pollutions et des Urgences Environnementales, organized this initial workshop in collaboration with the secretariat. There were 43 participants from 28 different organizations participated in this workshop. Most of the participants were high level designates such as directors of institutions and senior technical officers. A draft work plan outlining the activities to be undertaken in efforts to develop a sound management system for industrial chemicals was prepared.

In Honduras, the Ministry of Natural Resources and Environment (SERNA), Centre for the Study and Control of Pollutants, (CESSCO), organized this initial workshop in collaboration with the secretariat. There were 27 participants from 8 different organizations that participated at this workshop. Most of the participants were high level persons such as directors of institutions and senior technical officers

The two countries will carry out targeted reviews of existing legal and administrative measures for the management of chemicals. Honduras will additionally update its National Chemicals Profile and add information on industrial chemicals management. The final stage of the pilot projects involves workshops to finalize the determination of the status and needs for industrial chemicals management of the country; use of the legal study and national profile to develop a framework for assessing tier and management aspects and resources currently available and what is practically possible at this tier in order to meet industrial chemicals obligations under the Rotterdam Convention.

In both countries the project objectives for these workshops were achieved as evidenced by the following:

- Political support. High level segment was very successful and was attended by 3 Ministers. The Minister of Natural Resources and Environment (SERNA), agreed that the process of building a framework in stages depending on available resources was practical. He also agreed with the concept of tiering and pledged to personally give priority to this industrial chemicals project. In Mauritania, the Deputy Minister of Environment and other Directors and Captains of industry attended a meeting despite the fact that it was an important holiday in Mauritania.
- Commitment of stakeholders: high level Government officers and the participants understood the importance of industrial chemicals management and showed commitment to address the issue.
- One of the major objectives of facilitating national dialogue among the national stakeholders was achieved as participants discussed issues and shared different experiences from their sectors.
- Together, the participants drafted a framework plans for the management of industrial chemicals which had proposed activities, with names as to who was responsible for what and who they could get input from and implementation steps with deadlines.
- The involvement of Government / Private and Academic Sectors in the workshops were classic examples of how linkages can be made in order to enable the participants to access real-time facilities that are offered by various actors in the management of industrial chemicals and thus meet their obligations under the Rotterdam convention.

CHALLENGES, MANAGEMENT ACTIONS, RISK MITIGATION PLAN:

No challenges were experienced.

OUTCOME SUMMARY

For the pilot projects on industrial chemicals management, an initial progress indicator is the draft of a strategy for implementing a framework on industrial chemicals. In implementing this strategy, the next step for the countries will be the review of their legal and administrative instruments. Honduras will go further and update its National Chemicals Profile.

OUTPUT PERFORMANCE

See description above.

RESOURCES AND BUDGET

After approval of the full-fledged project documents by the European Commission in March 2012 and July 2012 respectively for the supports to the three conventions and to synergy activities, funds were transferred from UNEP SCA Trust Fund to the voluntary trust funds of the conventions only in July 2012 for conventions activities and in October 2012 for synergies. To some extent, this had an impact on the start of implementation of funded activities and partially explains the low disbursement rates as shown from the financial annex.

Program of work activity number 20, on PACE, received co-funding from Japan, Norway, Switzerland, and various private enterprises.

WORK PLAN FOR THE NEXT REPORTING PERIOD:

Support to developing country Parties and Parties with economy in transition to establish a framework for the sound management of industrial chemicals under the Rotterdam Convention

VISIBILITY:

See: General Visibility Strategy contained in Section 1 above.

FINAL REMARKS:

Some of the lessons learned in this reporting period from executing the above activities are that:

- Participants appreciate being given the opportunity to meet with their peers either at national or regional level, as they discuss and develop programmes in a cooperative manner;
- The secretariat should not take for granted that countries are knowledgeable regarding how they should meet their obligations. This was experienced in Honduras when the secretariat was requested to make presentations on the PIC Procedure, Import Responses, notification of Final Regulatory Actions and Export Notifications, during a workshop on industrial chemicals;
- It is important to be in the countries a day before the workshops so as to be able to deal with any imminent challenges;
- A varied representation of the relevant stakeholders is always very important as the countries prepare drafts of implementation frameworks for meeting obligations under the convention;
- There is need to raise awareness on industrial chemicals issues since they are diffuse and found all over the place unlike pesticides;

ANNEXES:

Not applicable.

Component 2: Monitoring and reporting Severely Hazardous Pesticide Formulations

SUMMARY PROJECT STATUS

Status of implementation: monitoring and reporting of severely hazardous pesticide formulations is well on track.

Progress towards achieving the project's objectives: upon receipt of funds, preparation of the field implementation phase started. A concept note for country level implementation was prepared. Criteria for selection of developing countries were defined. A number of developing countries were invited to express interest in the SHPF capacity building programme. Out of all applicants, a total of four countries were chosen in this first round of SHPF capacity building programmes, El Salvador, Nicaragua, Dominican Republic and Colombia. The Secretariat made substantive preparations for an initial work planning work shop in each country. Initial work planning workshops were convened in El Salvador (October 2012) and Nicaragua (October 2012). Subsequently, the national co-ordinator of the SHPF activity met with key players to finalize work plan including the cost estimates for individual activities and assignment of responsibilities.

During the reporting period, dates and venue for initial work planning work shops were set for the Dominican Republic and Colombia.

Performance remarks and highlights: national key stakeholders initially showed a strong interest in the activity, expressed by high number of participants in the initial work planning work shop. Subsequent planning meetings were attended by those directly involved, concerned, or benefitting from the activity.

CHALLENGES, MANAGEMENT ACTIONS, RISK MITIGATION PLAN:

The national activities will rely on commitment of national authorities. There is the risk that other priorities or activities that carry considerable higher amount of financial resources are more important than the proposed activities. The duration of the national activities are kept to around 12 months. Follow-up conferences organized by the Convention's Secretariat and the national co-ordinator and key stake holders have the objective to ensure not to lose the momentum, and to track timely initiation of activities.

OUTCOME SUMMARY

Upon receipt of funds, implementation of activities started, countries were contacted and identified. Two of the four selected countries convened during the reporting period initial work planning meetings and follow-up meetings. Implementation plans are available and funding was made available to countries for field implementation.

OUTPUT PERFORMANCE

A. Initiate and support the setting up of a programme on monitoring and reporting severely hazardous pesticide formulations	Four reports on pesticide poisoning prepared	4 country reports on pilot programmes on Severely Hazardous Pesticide Formulations
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Activities were initiated; a concept note on strengthening countries capacity to monitor and report severely hazardous pesticide poisoning was prepared. A process including criteria for selection of countries was developed and applied. Four countries were selected. In two of them (Nicaragua and El Salvador) initial work planning meetings were organized and convened, a costed work plan was prepared. Initial contacts were made with the other two countries (Colombia and Dominican Republic).

RESOURCES AND BUDGET

Due to the negotiation process between the European Commission, UNEP, and the BRS Secretariat on conventions-specific requirements relating to the financial governance structure of the Strategic Cooperation Agreements (SCA), which took place in the first two quarters in 2013, funds were transferred from UNEP to the voluntary trust funds of the conventions only in July 2012 for conventions activities and in October 2012 for synergies. This resulted in delays in the start of implementation of funded activities.

WORK PLAN FOR THE NEXT REPORTING PERIOD:

- Organize and convene initial national planning meetings in the other two participating countries (Dominican Republic and Colombia);
- Initiate field activities in Nicaragua and El Salvador;
- Establish a programme on monitoring and reporting severely hazardous pesticide formulations

VISIBILITY:

See: General Visibility Strategy contained in Section 1 above.

Initial planning meetings in El Salvador and Nicaragua received full attendance from Minister or Vice minister and FAO Representative at the Opening ceremony. Press coverage was very good, resulting in several interviews, which were partially published in on-line magazines.

FINAL REMARKS:

Many countries are interested in receiving technical assistance regarding monitoring and reporting of technical assistance.

ANNEXES:

Not applicable.

Component 3: Interactive tools and publications

SUMMARY PROJECT STATUS

Status of implementation: the preparatory steps for the development of the interactive tools started in September 2012 with the review of the current resource kit, and the development of a needs assessment, which was carried out through a survey questionnaire sent to the Parties.

Taking into account the above, a work plan is currently being developed in order to re-structure the original Resource Kit in a consolidated source of tools related to the Rotterdam Convention, including publications and interactive tools, designed to assist Parties and DNAs through a modular approach.

Progress towards achieving the project's objectives: the Secretariat undertook a revision of the current Resource Kit in order to identify relevant information which will be used as the main source for these tools. In addition, consideration was given to the status of development of the clearing house mechanism in order to decide the type of tools and the best platform for development of these tools. A complete work plan for the development of these three tools is expected to be completed by mid-April 2013 and implemented by March 2014

Performance remarks and highlights: the development of a workplan is a necessary, but time consuming coordination effort, that takes into consideration the coordination between the Basel, Rotterdam and Stockholm Conventions and the need to update information on the original version of the Resource Kit.

CHALLENGES, MANAGEMENT ACTIONS, RISK MITIGATION PLAN:

The main challenge has been to provide the coordination necessary to ensure that the Resource Kit is updated and provides information that is coherent with the tools from the Basel and Stockholm Conventions. In addition, it is also necessary that the original Resource Kit, which was mainly composed of publications, incorporates more interactive and electronic tools.

OUTCOME SUMMARY

Tools for the implementation of the Convention will be made available for Parties on the website and used during consultation and training sessions.

OUTPUT PERFORMANCE

- *Import responses and notifications of Final Regulatory Action guide:* two sub-items will be part of this item, guidance publications for DNAs are under revision and transformation in an interactive format that will be web-based and usable for devices and kindle and iPads and a video is planned in order to provide a readily accessible information on how to implement obligations under article 5 and 10 in particular.
- *Mechanism for networking of DNAs and exchange of information on hazardous chemicals:* work is in progress to link DNAs to our clearing-house mechanism in order to be able to satisfy to all needs that Parties have against the implementation of the Convention, the team is working to accommodate IT needs and requirements with Parties needs and requirements.
- *PIC Circular:* Always linked to the clearing house mechanism an interactive PIC Circular, English version is under preparation and testing.

RESOURCES AND BUDGET

Due to the negotiation process between the European Commission, UNEP, and the BRS Secretariat on conventions-specific requirements relating to the financial governance structure of the Strategic Cooperation Agreements (SCA), which took place in the first two quarters in 2013, funds were transferred from UNEP to the voluntary trust funds of the conventions only in July 2012 for conventions activities and in October 2012 for synergies. This resulted in delays in the start of implementation of funded activities.

WORK PLAN FOR THE NEXT REPORTING PERIOD:

April 2013 – Finalization of the Workplan

The work plan will include details on finalising interactive tools for submission of importing responses and notifications and make it available on the website in English version; interactive PIC Circular available on the website; testing phase of DNAs networking for exchanging information on hazardous chemicals.

May/June 2013 – Hiring of consultants for of component 3

VISIBILITY:

See: General Visibility Strategy contained in Section 1 above.

Products will be made available on the website in order to have Parties and other stakeholders using them.
Tools will be used for technical assistance activities in different regions.

FINAL REMARKS:

- It was necessary to involve different branches of the Secretariat in order to develop a coherent approach to the products under this component.
- This is a very cross cutting component, which is particularly related to the development of publications, development of interactive tools, the activities to industrial chemicals and the development of the clearing house mechanism.

ANNEXES:

Not applicable.

Component 4: Rotterdam Convention component of the joint clearing-house mechanism

SUMMARY PROJECT STATUS

Status of implementation: the Rotterdam component of the joint clearing-house mechanism is comprised of online tools and web based publications with the aim to increase party access to information relevant to the application of the PIC procedure and the implementation of the Convention as a whole.

The following tools or enhancements to existing tools have been implemented:

- Import Responses and Final Regulatory Actions: the online Import Response and Final Regulatory Action forms were upgraded with a revision of the administration interface, improvement of the graphic layout, full navigation review to integrate with the DotNetNuke platform on the PIC website, in English, French and Spanish. the forms now include automatic notification to responsible staff members when a new entry is added by parties.
- Online PIC Circular: the online interactive version of the PIC Circular was enhanced with the addition of data feeds that integrate with InforMEA and the joint clearing-house mechanism components of the Basel and Stockholm conventions. The data feeds allow the distribution of Importing Country Responses, calendar information and OCPs and DNA lists for integration with national and regional systems who may require such data.
- Assessment of further needs: during the year 2012, an assessment of further needs in integrating the PIC database with the databases of the Basel and Stockholm Conventions was undertaken and new steps have been identified in the development of the joint clearing-house mechanism serving all three conventions.

Progress towards achieving the project's objectives: the Rotterdam Convention website is now integrated in a single platform with the Basel and Rotterdam, several components of the PIC database have been enhanced to integrate with this new platform and the system is fully operational in English, French and Spanish.

Further work need to be done in integration of DNA and OCP management as well as harmonizing the control vocabulary for the document management, in line with the Basel and Stockholm systems.

CHALLENGES, MANAGEMENT ACTIONS, RISK MITIGATION PLAN:

The integration of disparate systems into a single joint clearing-house mechanism has proven to be a challenging exercise while keeping the legacy systems in secretariat fully operational. A number of interim tasks need to be undertaken to keep the old systems running in parallel while the new system are under development. Temporary assistance was recruited to address this issue.

Ensuring that the staff had the appropriate training to move into the new systems and new business processes has also been challenging. Training sessions were organized on a periodic basis to staff members who need to update the websites.

OUTCOME SUMMARY

The enhanced importing country an final regulatory actions online forms are available on the Rotterdam Convention website.

OUTPUT PERFORMANCE

See: Summary Project Status above.

RESOURCES AND BUDGET

Due to the negotiation process between the European Commission, UNEP, and the BRS Secretariat on conventions-specific requirements relating to the financial governance structure of the Strategic Cooperation Agreements (SCA), which took place in the first two quarters in 2013, funds were transferred from UNEP to the voluntary trust funds of the conventions only in July 2012 for conventions activities and in October 2012 for synergies. This resulted in delays in the start of implementation of funded activities.

The project has been implemented with co-financing for the consultant Richard Hansen from an EC Rotterdam specific grant (21.0401/2010/576920/SUB/D3) and also internal resources within the Secretariat. For 2013 a consultant will be hired to undertake activities listed under the workplan for next reporting period

WORK PLAN FOR THE NEXT REPORTING PERIOD:

The following elements will be further developed with the aim to improve integration with Basel and Stockholm systems, as part of the joint clearing-house mechanism:

- On-line registration to meetings (COPs, CRC, Workshops) integrated with the joint clearing-house database.
- Review of the RC controlled vocabularies used in the Document Management System and Website and mapping with Basel and Stockholm ones
- DNAs and OCPs management: completion of migration to the joint clearing-house database by developing the necessary visualization tools on the website and PIC Circular
- Upgrade of the PIC Database and needed tools for the production of the PIC Circular.
- Country profile upgrade to integrate with the joint clearing-house country profiles.

VISIBILITY:

See: General Visibility Strategy contained in Section 1 above.

FINAL REMARKS:

The Rotterdam convention component of the joint clearing-house mechanism is an intrinsic part of the joint clearing-house mechanism for the Basel, Rotterdam and Stockholm conventions. As a cross cutting project, it has to be implemented taking into account the components from the other two conventions. Often the dependencies between these components generate delays and unforeseen requirements that need to be addressed through interim arrangements or by recruiting additional assistance that was not foreseen in the beginning

ANNEXES:

Not applicable.

Component 5: Participation of developing countries at COP-6

SUMMARY PROJECT STATUS

The financial contribution towards travel of participants under the Rotterdam Convention aims to secure an active participation of developing countries and countries with economies in transition in the discussions at the coming meetings in Geneva, 28 April to 10 May 2013.

In December 2012, the Secretariat sent out invitations for the ordinary and extraordinary meeting of the conferences of the parties to ministries of foreign affairs and official contact points to the three conventions. The letter included information on registrations, in particular for participants for which financial assistance is sought, who needed to submit their request with an official nomination letter to the Secretariat by 28 January 2013.

CHALLENGES, MANAGEMENT ACTIONS, RISK MITIGATION PLAN:

No challenges experienced.

OUTCOME SUMMARY

When reviewing the request for funding, the Secretariat will take into account the procedure for the allocation of funding from the voluntary Special Trust Fund for facilitating the participation of eligible Parties set out in the annexes to the decision RC-5/1 which was established with a view to ensure adequate geographical representation of eligible regions and priority was given to least developed countries and small island developing States.

OUTPUT PERFORMANCE

Activities planned to be carried out in 2013:

Travel funding, including air tickets and daily subsistent allowance (DSA) will be provide to the eligible participants and the following practical arrangements will be made by the Secretariat related to the travel:

- Prepare and send invitation letters for nominations;
- Nominations to invitation letters received;
- Review of funded participant's requests;
- Resource mobilization for participants travel;
- Preparation of a list of eligible countries taking into account the above decisions;
- Make travel arrangements for all funded participants;
- Tickets issued for all the funded nominated participants;
- Payment of DSA via bank arrangements to funded participants;
- Notification of eligible countries not being sponsored;
- Consultations with UNEP on waiving programme support costs;
- Reporting to donors.

RESOURCES AND BUDGET

Due to the negotiation process between the European Commission, UNEP, and the BRS Secretariat on conventions-specific requirements relating to the financial governance structure of the Strategic Cooperation Agreements (SCA), which took place in the first two quarters in 2013, funds were transferred from UNEP to the voluntary trust funds of the conventions only in July 2012 for conventions activities and in October 2012 for synergies. This resulted in delays in the start of implementation of funded activities.

Programme of work number 1, on the organization and support of COP-6 of the Rotterdam Convention, received co-funding from Sweden and Switzerland.

WORK PLAN FOR THE NEXT REPORTING PERIOD:

In the next reporting period, funding of participants to the 2013 COPs and ExCOPs will be finalized using the same approach as outlined above.

VISIBILITY:

Please see General Visibility Strategy contained in Section 1 above.

FINAL REMARKS:

To be concluded after the 2013 COPs-ExCOPs.

ANNEXES:

Not applicable.

Component 6: Orientation workshop for new CRC members

SUMMARY PROJECT STATUS

This workshop has been successfully convened in January 2012. The next workshop of this kind is envisaged for 2014.

CHALLENGES, MANAGEMENT ACTIONS, RISK MITIGATION PLAN:

No challenges were experienced.

OUTCOME SUMMARY

Capacity of new CRC members to effectively participate in the CRC meetings and contribute to the intercessional work of the Committee has been increased. This was verified by their thorough preparation for and active participation in the CRC 8 meeting in March 2012.

OUTPUT PERFORMANCE

The Secretariat held an orientation workshop for members of the Committee in Rome from 24 to 26 January 2012. All 31 members of the Committee were invited and 24 members attended.

The agenda of the workshop included the following:

- Introduction to the Rotterdam Convention and the role of the CRC
- Operation of the CRC – review notifications of final regulatory actions
- Operation of the CRC – preparation of decision guidance documents (DGD)
- Preparation of CRC 8 – pre-session tasks and schedule

As results, new members were familiar with the operation of the Committee including the key working procedures and policy guidance that have been developed. Members exchanged experience and transferred knowledge related to the Committee's work and fostered efficient working relationships. The workshop further enhanced the capacity of new members to participate in the intercessional work and to contribute to the CRC meeting.

RESOURCES AND BUDGET

The fifth meeting of the Conference of the Parties to the Rotterdam Convention in decision RC-5/7 identified 14 Parties to designate experts to serve on the CRC. This rotation, together with further changes related to memberships constituted a Committee with approximately half of the number of experts serving for the first time on the Committee at its 8th meeting scheduled in March 2012. It was important that there'd be an opportunity to familiarize members with the operation of the Committee in due time before CRC8, i.e. at the beginning of 2012 at the latest.

Due to the negotiation process between the European Commission, UNEP, and the BRS Secretariat on conventions-specific requirements relating to the financial governance structure of the Strategic Cooperation Agreements (SCA), which took place in the first two quarters in 2013, funds were transferred from UNEP to the voluntary trust funds of the conventions only in July 2012 for conventions activities and in October 2012 for synergies. This resulted in delays in the start of implementation of funded activities. Due to this delay, the workshop needed to be prefunded by the RC trust fund (RO – assessed contributions). A reimbursement through the ENRTP fund would be appreciated.

WORK PLAN FOR THE NEXT REPORTING PERIOD:

In order to ensure the continued effectiveness of the operation of the CRC and as requested by the Committee it is foreseen that such an orientation workshop will be conducted once every two years when half of the Committee members will be rotated. The workshop should be scheduled about 3 month before the CRC meeting in which the new members would participate for the first time.

VISIBILITY:

Please see General Visibility Strategy contained in Section 1 above.

A pocket guide for effective participation in the Chemical Review Committee has been developed by the Secretariat and published on the Convention website.

FINAL REMARKS:

This workshop with its interactive format is a valuable tool to familiarise new CRC members with their tasks.

ANNEXES:



ROTTERDAM CONVENTION

SECRETARIAT FOR THE ROTTERDAM CONVENTION
ON THE PRIOR INFORMED CONSENT PROCEDURE
FOR CERTAIN HAZARDOUS CHEMICALS AND PESTICIDES
IN INTERNATIONAL TRADE



Orientation workshop for members of the Chemical Review Committee

24 – 26 January 2012
FAO Headquarters – Rome, Italy

AGENDA

The registration will be on 24 January between 9.00 – 9.30 am. The workshop will be from 10 am to 6 pm on 24 January. The meeting will start at 9 am on 25 and 26 January. Daily lunch break 1 – 2 pm, coffee breaks in the morning and afternoon.

Opening

24/1/2012 Morning	Plenary	Welcome remarks	Secretariat
		Presentation of participants	
		Introduction to the agenda, meeting structure and background documents	Secretariat
		Local information	Secretariat

Session 1. Introduction to the Rotterdam Convention and the role of the CRC

	Plenary	1.1. Overview of the Rotterdam Convention	Secretariat
		1.2. The role and mandate of the CRC and its Bureau - Composition, membership, - Tasks, workload, - Role of the Bureau	Secretariat
		1.3. Introduction to the CRC Pocket Guide and other publications	Secretariat

Session 2. Operation of the CRC – review notifications of final regulatory actions

	Plenary	2.1. Process for adding chemicals to Annex III of the Convention - Flow of information - Process of preliminary review	Secretariat
		2.2. Review notification of final regulatory action, introduce: - Contents of notification, supporting documentation and focused summary - Information on ongoing international trade - Examples and lesson learned	Secretariat
		2.3. Application of specific Annex II criteria: - Working paper on the application of criteria b of Annex II - Working paper on the application of criteria d of Annex II - Bridging information - Examples and lesson learned	Expert Juergen Helbig
24/1/2012 Afternoon	Plenary	2.4. Operation of intersessional task groups (TG): - Guidance for intersessional TG	Expert Mirijam Seng

		<ul style="list-style-type: none"> - Preparation of report of TG - Preparation of rationale - Examples of TG report - Lesson learned 	
	BOG ¹	Exercise: preparation of TG report	
25/1/2012 Morning	Plenary	Feedback on session 2	

Session 3. Operation of the CRC – preparation of decision guidance documents (DGD)

	Plenary	3.1. Introduction of the process and operational procedures for preparing draft decision guidance documents (DGDs): <ul style="list-style-type: none"> - DGDs and PIC procedure - Process for drafting DGDs - Operation of intersessional drafting groups 	Secretariat
		3.2. Introduction of the contents of DGDs for banned or severely restricted chemicals: <ul style="list-style-type: none"> - Format of DGD - Source of information - Working paper on drafting DGDs - An example of a DGD - Lessons learned 	Expert Anja Bartels
		3.3. Role of the Clearing house mechanism	Secretariat
25/1/2012 Afternoon	BOG	Exercise: preparation of DGD	
	Plenary	Feedback on session 3	

Session 4. Follow up and next steps in the work of the CRC

26/1/2012 Morning	Plenary	4.1. Summary of outcomes of CRC7: <ul style="list-style-type: none"> - Achievements - Ongoing work - Lesson learned 	Former CRC Chair Marit Randall
		4.2. Summary of outcomes of COP5 related to the CRC	Secretariat
		4.3. Preparation for CRC8: <ul style="list-style-type: none"> - Candidate chemicals - Preliminary review - Intersessional TG - Issues - Confirming conflict of interest 	CRC Chair Hala Sultan Saif Al Easa
		Closing remarks	Secretariat

¹ BOG: break out group

Component 7: Workshops at national and regional level

SUMMARY PROJECT STATUS

Sub-regional consultation to identify elements of National Action Plans or strategies for the implementation of the Rotterdam Convention for **Eritrea, Mauritius, Namibia, Swaziland, Zambia and Zimbabwe** held in Pretoria, South Africa, 26 - 30 November 2012. The workshop was hosted by the Africa Institute, which is the Basel and Stockholm Regional Centre for English-speaking African countries. Initially, this workshop was planned for 5 countries, Eritrea, Mauritius, Namibia, Zambia and Zimbabwe. However, since Eritrea and Mauritius could only nominate 2 and 3 participants, respectively instead of the requested 4 participants each, Swaziland (a new Party) was invited to nominate 2 participants. Thus, 19 participants with a good gender balance attended the workshop.

Through daily feedbacks and the evaluation at the end of the Consultation, workshop participants expressed appreciation for the structure and methodology of the workshop. The quality of presentations was found to be good, and the interaction between participants was said to be beneficial. The participants expressed their appreciation in being able to learn from Tanzania's experiences, as they had received some assistance in carrying out pilot projects for health and environmental monitoring.

The objectives given below were achieved as the participants managed to develop draft executive summaries and strategies for the implementation of the Rotterdam convention:

- To increase awareness of participants on how the Prior Informed Consent procedure and the information exchange provisions of the Convention might be used to strengthen chemicals management at the national level;
- Make participants be familiar with the tools and information materials and clearing house mechanism available to facilitate the implementation of the Convention, such as the resource kit and the Convention web site;
- To facilitate the fostering of inter-departmental and/or inter-ministerial cooperation, in efforts to promote an integrated approach to chemicals management at the national level and strengthen an understanding of how the Rotterdam, Stockholm and Basel Conventions and SAICM relate to each other;
- Assist participants develop, in a structured setting, national strategies for the implementation of the Rotterdam Convention in particular the level of import responses and notifications of final regulatory actions.

Also below were some of the recommendations from the participants to this workshop:

- The Secretariat to assist with capacity building to Parties with respect to risk assessments, monitoring, awareness-raising on implementation of the Conventions, taking into account the life cycle approach in the management of chemicals including treatment and disposal;
- Mainstreaming of chemicals management into the national development agendas, since chemical issues were cross-cutting and found in all sectors; Ministries of Finance were found to be vital to the mainstreaming issue, thus Parties were encouraged to involve them as much as possible through their technocrats, also parliamentary committees on finance issues; Cost-of-inaction argument vital in convincing decision-makers to allocate more funds to chemical issues;
- Regional project to find alternatives to DDT most welcome, maybe the Regional centre with the assistance of the secretariat should explore how to assist the Parties;
- Regional Centre to do more to raise awareness on chemical issues in the SADC region;

Funds permitting, the Parties that attended this workshop will be accorded the opportunity to review their draft plans at national level, where more stakeholders will review and make inputs

CHALLENGES, MANAGEMENT ACTIONS, RISK MITIGATION PLAN:

The following challenges were experienced in carrying out the above activities:

Poor communication with certain DNAs: Some workshops were rescheduled many times due to poor of communications with the focal points and DNAs. Being flexible and patient is a very good quality when dealing with countries. In one case the country postponed the workshop after having agreed initially and the secretariat had purchased tickets for staff and consultants. Charges were deducted for the cancellation however; most of the funds were recovered. In another case, the resource materials sent by the secretariat by TNT were not picked up in time and customs were threatening to destroy them. The secretariat managed to involve a lot of people in the discussions and someone managed to clear the materials from customs. The secretariat was not informed about an impending holiday in one country and only discovered it after the workshop had started. This challenge was dealt with by being in the country in good time and the presence of a Minister at the opening of the conference ensured participation of stakeholders. Poor interpretation services due to inadequate budgets by focal points. The use of bilingual participants was employed to deal with these challenges.

Changes introduced in implementation: In one country there was a large contingent of environment NGOs that were geared for a fight with the industry delegates and made the workshop progress at an excruciatingly slow pace. Some were just attending the meeting when it was close to lunch time. The focal point was advised to be strict and give workshop badges to a specific number of participants and request security services from the Hotel.

OUTCOME SUMMARY

See: Summary Project Status above.

OUTPUT PERFORMANCE

The outputs from the workshops in Mauritania and Honduras are given in Annex A and B.

RESOURCES AND BUDGET

Due to the negotiation process between the European Commission, UNEP, and the BRS Secretariat on conventions-specific requirements relating to the financial governance structure of the Strategic Cooperation Agreements (SCA), which took place in the first two quarters in 2013, funds were transferred from UNEP to the voluntary trust funds of the conventions only in July 2012 for conventions activities and in October 2012 for synergies. This resulted in delays in the start of implementation of funded activities.

Program of work activity number 16, on preparing notifications of final regulatory action to strengthen countries' capacities to prepare and submit notifications, received co-funding from the Netherlands.

WORK PLAN FOR THE NEXT REPORTING PERIOD:

Organize workshops at national and regional level to facilitate the development of national action plans and the implementation of the Rotterdam Convention

VISIBILITY:

See: General Visibility Strategy contained in Section 1 above.

FINAL REMARKS:

Some of the lessons learned in this reporting period from executing the above activities are that:

- Participants appreciate being given the opportunity to meet with their peers either at national or regional level, as they discuss and develop programmes in a cooperative manner;
- The secretariat should not take for granted that countries are knowledgeable regarding how they should meet their obligations. This was experienced in Honduras when the secretariat was requested to make presentations on the PIC Procedure, Import Responses, notification of Final Regulatory Actions and Export Notifications, during a workshop on industrial chemicals;
- It is important to be in the countries a day before the workshops so as to be able to deal with any imminent challenges;
- A varied representation of the relevant stakeholders is always very important as the countries prepare drafts of implementation frameworks for meeting obligations under the convention;
- There is need to raise awareness on industrial chemicals issues since they are diffuse and found all over the place unlike pesticides;

ANNEXES:

Annex A:

Workplan for implementation of a framework on industrial chemicals management in Mauritania			
Activity	Lead	Collaborators (Stakeholders)	Execution steps plus deadlines
Legal study (Expert lawyer)	MDEDD	Workshop participants (see attached list)	- Preparation of terms of reference (December 2012) - Information gathering (February 2013) - Production of 1st draft (March 2013) - Review and production of final report (June 2013)
Initial workshop report	MDEDD	Workshop participants (see attached list)	Draft report: 5/11/2012 Final report: 11/11/2012
Preparation for 2 nd and final workshop	MDEDD	MDEDD+Secrétariat	-2 nd workshop: May – June 2013
Proposal for a National framework	MDEDD	All stakeholders	-1st Draft: December 2012 -Final draft January 2013
Proposal for a workplan to implement the framework	MDEDD	All stakeholders plus Technical Committee	-1st draft: November 2012 -Final draft: December 2012
National information system for industrial chemicals	MDEDD	All stakeholders	Before the end of 2013
GHS (classification and labeling) for industrial chemicals and pesticides - worker, consumer, agriculture, transport	To be decided	All stakeholders	Propose to start GHS implementation before June 2013
Risk evaluation (industrial chemicals and pesticides)	MDEDD	All stakeholders	Propose methodologies before June 2013
Ban /restrict chemicals?	MDEDD	All players	Consult Rotterdam and Stockholm conventions lists: June 2013

Annex B:

Draft work plan for the activities after the first workshop of the SRC pilot project on a “National framework for sound management of industrial chemicals in Honduras”			
Activity	Responsible	Contributor	Implementation steps with deadlines
Legal study	SERNA-CESCCO Secretaria de Rotterdam proveera TORs.	Participantes del Taller 1: SERNA: (Dirección Legal) SALUD (DGRS) SAG (Uso y Control de Plaguicidas) STSS (Asesoría Lega) DEI (Asesoría Legal) SIC:	Assign duties / legal consultants by Date; deadlines: Contratación del consultor: 15 de marzo (publicación) 15 de abril de 2013 (contratación). Todo este tiempo supeditado al desembolso para la contratación. Primer Taller: 03 de mayo Primer Borrador: date 01 junio de 2013 Segundo Taller: 15 de Junio Segundo Borrador and final: Tercer Taller 01 julio de 2013 Taller de socialización 15 de julio 2013.

Draft work plan for the activities after the first workshop of the SRC pilot project on a “National framework for sound management of industrial chemicals in Honduras”			
Activity	Responsible	Contributor	Implementation steps with deadlines
Summary of problems and possible actions for the management of industrial chemicals	SERNA-CESSCO	Workshop 1 participants	Borrador 1: 20 de marzo de 2013 Comentarios: 03 de mayo del 2013 Version Final: 15 de junio de 2013
Update the National Profile with emphasis in Industrial Chemicals	SERNA-CESSCO		Contratación del consultor: 15 de marzo (publicación) 15 de abril de 2013 (contratación). Primer Taller: 03 de mayo Primer Borrador: date 01 junio de 2013 Segundo Taller:15 de Junio Segundo Borrador and final: Tercer Taller 01 julio de 2013 Taller de socialización 15 de julio 2013.
Fill in table of gaps and overlaps in industrial chemicals management	SERNA-CESSCO	Government, stakeholders of workshop 1	SERNA will send table to the participants with a cover letter on how to fill it in. Deadline for sending out 15 de marzo and deadline for receiving back the table 15 de abril and the table should be finalized by SERNA by 03 de mayo .
Work shop 1 presentations/documents/ results of discussion	SERNA-CESSCO	Workshop 1 participants	20 de marzo de 2013
Preparation of Workshop 2 - presentations of work done, discussion and decisions - in depth presentations for necessary additional information	SERNA-CESSCO. Secretaria del Convenio de Rotterdam	All Stakeholders represented in first Workshop	2 nd Workshop date: 24-27 septiembre 2013 Preparation finished: 10 de septiembre de 2013.
Proposal for a draft National framework Based on working group results 1 st WS	SERNA CESSCO	All Stakeholders represented in first Workshop	First Draft by 19 de abril. Review by the stakeholders shall take place (ask questions, discussions, understanding, etc) before 15 de mayo. Final Draft sent out by 15 de agosto 2013
Initial proposal for a work plan to implement the National framework or priority activities within the framework Final proposal for work plan	SERNA CESSCO	All Stakeholders represented in first Workshop	First Draft by 19 de abril Review by the stakeholders shall take place (ask questions, discussions, understanding, etc) before 15 de mayo Final Draft sent out by 15 de agosto 2013
National information system industrial chemicals	DEI	DEI, SSH, SAG, SIC, STSS	See deadlines for central framework above (for reference only).
GHS (classification and labeling) for industrial chemicals and pesticides - worker, consumer, agriculture, transport.	SIC	STSS, SAG, DEI, ANDI, COHEP	See deadlines for central framework above (for reference only).
Risk evaluation/ assessment	SSH	STSS, IHSS, ONG: Croplife,	See deadlines for central framework above (for reference only).

Draft work plan for the activities after the first workshop of the SRC pilot project on a “National framework for sound management of industrial chemicals in Honduras”

Activity	Responsible	Contributor	Implementation steps with deadlines
- industrial chemicals - pesticides		RAPAL, Academia, Cuerpo de bomberos, SAG, Industrias COPECO	
Ban and restriction of industrial chemicals	SERNA	SAG, SSH, SIC, STSS	See deadlines for central framework above (for reference only).

MEA Project Managers: Alexander Mangwiro (TAB, component 1), Gerold Wyrwal (Rome, component 2), Tarcisio Hardmann Reis /Elisabetta Tagliati (TAB/Rome, component 3), Osmany Perreira (ASB, component 4), Susanne Bengtsson (ASB component 5), Yun Zhou (Rome, component 6), Alexander Mangwiro (TAB, component 7)

Signature (Executive Secretary): _____

Signature (Resource Mobilization Focal Point): _____

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