

Overview of the activities planned under the Minamata Convention in 2020-2021

Prepared by the Secretariat based on COP-3 document
UNEP/MC/COP.3/INF/9 and COP-3 decisions

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Fact sheet A. Conferences and meetings

PoW number	Activity 1	
Title of activity	The fourth meeting of the Conference of the Parties to the Minamata Convention	
Mandate	Convention Article: Article 23 COP decisions: MC-1/1, MC-1/10, MC-2/5, MC-3/12	
Background and rationale	<p>The Conference of the Parties (COP) is the decision-making body of the Minamata Convention. The organization of its meetings is a core activity of the Secretariat.</p> <p>The meeting of the COP is proposed to be held over five days, preceded by one day of various preparatory meetings. The COP-3 decided that the fourth meeting of the Conference of the Parties will be held in Bali, Indonesia, from 1 to 5 November 2021.</p> <p>Regional preparatory meetings are held, subject to the availability of contributions, to enable Parties to prepare for the COPs, so as to provide Parties with information on the organization of work and issues on the agenda of the COP and to facilitate regional consultations in advance of the COP meeting.</p> <p>The meeting of the Conference of the Parties and the regional preparatory meetings are supported by a number of briefings, including webinars and permanent mission briefings. Participation in the meetings and briefings will build national institutional memory, knowledge sharing, and capacities related to mercury specifically, and chemicals and wastes management more generally. It has become practice to also include back-to-back meetings of the Basel, Rotterdam and Stockholm (BRS) conventions and SAICM at the regional meetings, for information exchange across the chemicals and waste cluster. The regional preparatory meetings also enable participants to network during parallel events and informal meetings and to explore options for implementing the Minamata Convention, as well as SAICM and the BRS conventions in a synergistic manner. Support to travel of participants from developing-country Parties and Parties with economies in transition allows for their full and effective participation in the meetings, resulting in the establishment of regional positions, an inclusive decision-making process, improved legitimacy of the decisions adopted and increased commitment towards decisions taken.</p>	
Outcomes and activities	Component 1.1: Fourth meeting of the Conference of the Parties to the Minamata Convention Outcomes: Arrangements for the fourth meeting of the Conference of the Parties are made and quality services provided. Parties from developing countries and countries with economies in transition are supported to participate in the meeting and thus to contribute to the decision-making process. Meeting documents are prepared.	
	Activities: <ol style="list-style-type: none"> 1. Prepare, edit, translate and publish meeting documents; 2. Send invitation and confirmation letters, register participants and organize travel for funded participants; 3. Provide conference servicing at the meeting; 4. Provide interpretation at the meeting in the six UN languages; 5. Organize logistics at the meeting (meeting venue, UN security, information technology); 6. Prepare and translate meeting report. 	Means of verification: <ol style="list-style-type: none"> 1. Meeting webpage for registration, documentation, and logistic info; 2. COP-4 meeting report and feedback from meeting participants; 3. List of participants of the COP.
	Component 1.2: Regional preparatory meetings Outcomes:	

	<p>Arrangements for regional preparatory meetings made and quality services provided. Parties to the convention are supported to prepare for COP4 in 2021. Parties become familiar with the agendas and organization of work of the meeting and to have the opportunity to discuss regional challenges and positions.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Organize travel of funded participants for regional preparatory meetings; 2. Arrange equipment, meeting venue and provide interpretation for regional preparatory meetings; 3. Staff travel to regional preparatory meetings; 4. Staff support for organizing regional preparatory meetings. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Travel of sponsored participants organized; 2. Meeting facilities and services provided to ensure smooth running of the meetings; 3. Effective support is provided by the Secretariat to representatives of Parties and observers, as appropriate, during the meetings. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. List of participants of the regional preparatory meetings; 2. Proceedings of regional preparatory meetings; 3. Feedback from meeting participants.
	<p>Component 1.3: Intersessional time-based expert groups mandated by the Conference of the Parties</p> <p>Outcomes:</p> <p>The following meetings are convened and reports to the fourth meeting of the COP are prepared:</p> <ul style="list-style-type: none"> - Ad hoc group of experts on the review of Annexes A and B (one face-to-face meeting with Special Trust Fund and several electronic meetings) - Group of technical experts on mercury releases (one face-to-face meeting with Special Trust Fund and several electronic meetings) - Group of technical experts on mercury waste thresholds (one face-to-face meeting with General Trust Fund and several electronic meetings) <p>Activities:</p> <ol style="list-style-type: none"> 1. Prepare and publish pre-session meeting documents in consultation/cooperation with co-chairs; 2. Organize pre-meetings and informal consultations; 3. Prepare and dispatch invitations; register participants and observers; 4. Organize the travel of sponsored participants; 5. Undertake logistical arrangements with respect to the venue and hosting of the meeting. 6. Coordinate the meetings and provide assistance to the co-chairs; 7. Prepare meeting reports and activity reports; 8. Conduct follow up communications with members and observers; 9. Organize electronic meetings. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Meeting documents prepared by agreed deadlines; 2. Meeting facilities and services provided to ensure smooth running of the meetings; 3. Travel of sponsored members organized; 4. Reports submitted as mandated by COP. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Minamata website; 2. Feedback from members, enquiries or comments from meeting participants; 3. List of participants of the meetings; 4. COP documents.
<p>Partner(s)</p>	<p>United Nations Office in Nairobi (UNON) Conference Services, Host country, Secretariat of the Basel, Rotterdam and Stockholm Conventions, Basel and Stockholm conventions regional centres</p>	
<p>Socio-economic aspects</p>	<p>Sustainable Development Goals: By ensuring informed participation of developing-country Parties and Parties with economies in transition in the meetings of the conference of the Parties in 2021, this activity contributes to the 2030 sustainable development agenda which reaffirmed the continued need for the participation of all countries, in particular developing countries, in global decision-making. It also improves the legitimacy of the decisions adopted by the COP and encourages the implementation of the Convention at all levels.</p> <p>Gender mainstreaming: In the nomination process of participants to the meetings, the Secretariat will encourage a balanced gender representation within delegations.</p>	

PoW number	Activity 2	
Title of activity	Meetings of the bureau of the Conference of the Parties to the Minamata Convention	
Mandate	COP decisions: MC-1/1, MC-1/10, MC-2/5, MC-3/12	
Background and rationale	<p>In between sessions, the bureau supports the Conference of the Parties through the provision of guidance and advice to the secretariat regarding the ongoing work under the Convention and the organization of the next meeting of the Conferences of the Parties.</p> <p>The bureau of the Conference of the Parties is composed of a President, and nine Vice-Presidents, with two members representing each UN region. The Chair of the ICC is an ex-officio member of the Bureau.</p> <p>The Bureau will hold a meeting over two days (tentatively in September 2021).</p> <p>The Bureau may also meet by electronic means if an additional urgent or time-sensitive need arises.</p>	
Outcomes and activities	<p>Component 2.1: Meetings of the bureau of the Conferences of the Parties to the Minamata Convention</p> <p>Outcomes:</p> <p>Arrangements for the meeting of the bureau of the Conference of the Parties to the Minamata Convention are made and quality services provided. Members of the bureau are able to provide guidance and advice to the Secretariat on the ongoing work under the convention and the organization of the next meeting of the Conference of the Parties. Meeting documents are prepared.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Prepare and publish documentation for the meeting; 2. Prepare and dispatch invitations; 3. Organize travel of sponsored bureau members, including ex-officio members, as appropriate; 4. Provide logistical support; 5. Support the bureau and the Presidents during and between meetings; 6. Prepare the reports of the meetings and follow up on guidance provided at the meetings 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Meetings of the bureau of the Conference of the Parties to the Minamata Convention organized; 2. Documentation for the meetings, including meetings reports, available; 3. Effective support is provided by the Secretariat to bureau members during the meeting; 4. Number of men/women elected as bureau members. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Reports and lists of participants of the meetings of the bureau of the Conferences of the Parties to the Minamata Convention; 2. Meetings webpages; 3. Feedback from bureau members; 4. Lists of participants of the bureau meetings.
	N/A	
Partner(s)	N/A	
Socio-economic aspects	<p>Sustainable Development Goals: In between sessions, the bureau supports the conference of the Parties through the provision of guidance and advice to the Secretariat regarding the ongoing work under the convention and the organization of meetings. Bureau members represent their respective region and, as such, are pivotal to ensure good communication within regions and reporting the concerns that are specific to their regions. This contributes to ensuring informed participation of developing-country Parties and Parties with economies in transition in the meetings of the conference of the Parties in 2021. As such, this activity contributes to the 2030 sustainable development agenda which reaffirmed the continued need for the participation of all countries, in particular developing countries, in global decision-making.</p> <p>Gender mainstreaming: The Secretariat will encourage a balanced gender representation during the elections of officers. The Secretariat will also advise the bureau members of any potential gender impacts of proposals developed for consideration by the Conference of the Parties.</p>	

PoW number	Activity 3
Title of activity	Implementation and Compliance Committee
Mandate	Convention Article: Article 15 COP decisions: MC-1/7, MC-2/4, MC-3/9
Background and rationale	<p>The Minamata Convention Implementation and Compliance Committee is a subsidiary body of the Conference of the Parties established in article 15 of the Convention. The Committee held its first meeting in May 2018, and its second meeting in June 2019. According to the rules of procedure of the Committee, it shall meet at least once in person between ordinary meetings of the Conference of the Parties.</p> <p>At its first meeting, the Committee, amongst others, elaborated its rules of procedure, which were approved by the Conference of the Parties at its second meeting. At its second meeting, the Committee, amongst others, agreed on its Terms of Reference, which was submitted to and adopted at the third meeting of the Conference of the Parties (Decision MC-3/9), discussed its future work programme and relevant financial implications, considered guidance in relation to written submissions from parties with respect to their own compliance, considered its role in the effectiveness evaluation process, and also considered issues for promoting implementation and reviewing compliance, in particular on the basis of national reports in accordance with article 21.</p> <p>The Committee agreed on the need to meet in person once between the third and the fourth meetings of the Conference of the Parties, and on a budget sufficient to cover the costs both of its meetings and of any specific work that it may need to undertake in order to fulfil its mandate, to be allocated by the Conference of the Parties.</p> <p>In light of the above, the Secretariat foresees that the convening of such meeting would require, amongst others, the following activities: development of meeting documents, of presentations as well as of any necessary background materials, liaison with the President and other Bureau members, management of invitations and registrations as well as support to the participation of sponsored participants and logistical arrangements with respect to the venue and hosting. During the meeting, the secretariat foresees that it would be providing secretariat services at the meeting including delivery of presentations and assistance to the chair and vice-chair, and that it would subsequently be drafting/finalizing relevant documents and the meeting report. Additionally, in line with the above, the secretariat may be requested further specific work by the Committee, including development and dissemination of outreach materials, translation of submissions from Parties as per paragraph 4(a) of article 15, making arrangements for interpretation at the meeting if so required.</p> <p>Note: According to Rule 38 of the Rules of Procedure of the Committee, the working language of the Committee shall be English. In accordance with Rule 39, sessions of the meetings of the Committee where the implementation and/or compliance of a particular party is being considered shall be interpreted from an official language of the United Nations other than English into English if so requested by the particular party. Rule 40 states that official documents of the meetings shall be drawn up in English. However, submissions from parties as per paragraph 4 (a) of article 15 of the Convention shall be made in one of the six official languages of the United Nations. When submitted in one of the official languages of the United Nations other than English, the secretariat shall make arrangements for their translation into English before their distribution. The secretariat shall also make arrangements for the translation into English of national reports, or sections thereof, in one of the United Nations official languages other than English, prior to their distribution, when issues are to be considered by the Committee on the basis of national reports, in accordance with paragraph 4 (b) of article 15 of the Convention, or when such national reports or sections thereof are required for the consideration of an issue on the basis of requests from the Conference of the Parties, in accordance with paragraph 4(c) of Article 15 of the Convention.</p> <p>Support to travel of Committee members from developing-country parties and parties with economies in transition, funded from the Convention's general trust fund, allows for their full and effective participation in the meetings and for the quorum to be reached, resulting in an inclusive decision-making process, improved legitimacy of the conclusions and decisions adopted, and increased commitment towards them. Such participation also allows the Committee to be in a position to determine the facts and root causes of the matters of concern and assist in its resolution, as the case may be, and to increased commitment by parties towards decisions taken by the Committee.</p>

<p>Outcomes and activities</p>	<p>Component 3.1: Implementation and Compliance Committee</p> <p>Outcomes:</p> <p>Arrangements for the Third Meeting of the Implementation and Compliance Committee (ICC) are made and quality services provided. Travel of ICC members from developing-country parties and parties with economies in transition is organized and meeting documents are prepared.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Prepare and publish pre-session meeting documents in consultation/cooperation with ICC Chair and Vice-Chair/members as appropriate; 2. Organize pre-meetings and informal consultations; 3. Prepare and dispatch invitations; register participants and observers; 4. Organize the travel of sponsored members; 5. Organize the travel of sponsored Party representatives, in cases of written submissions from parties with respect to their own compliance; 6. Undertake logistical arrangements with respect to the venue and hosting of the meeting; 7. Prepare outreach and communications (web announcement, briefings, etc.); 8. Prepare outreach and communications materials as decided by the Committee; 9. Coordinate the meetings and provide assistance to the Chair and Vice-Chair; 10. Prepare meeting reports; 11. Conduct follow up communications with members, Parties and observers as decided by the Committee; 12. Organise in a similar way the meetings that the Committee will decide to hold by electronic means. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Meeting documents prepared in consultation/cooperation with Committee members as appropriate and as per agreed deadlines; 2. Meeting facilities and services provided to ensure smooth running of the meeting; 3. Travel of sponsored members and party representatives organized as appropriate. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Meetings webpage; 2. Feedback from members, enquiries or comments from meeting participants; 3. List of participants to the meetings and reports of the meetings.
<p>Partner(s)</p>	<p>N/A</p>	
<p>Socio-economic aspects</p>	<p>Sustainable Development Goals: By supporting the the participation of members from developing-country Parties and Parties with economies in transition in the meetings of the Committee, this activity contributes to the 2030 sustainable development agenda which reaffirmed the continued need for the participation of all countries, in particular developing countries, in global decision-making.</p> <p>Gender mainstreaming: The members of the Committee are nominated by Parties’ governments and elected by the Conference of the Parties on the basis of their expertise and equitable geographical distribution. Among the current 15 Committee members, 7 are male and 8 are female. In the upcoming election of Committee members, the Secretariat would encourage to maintain a balanced gender representation.</p> <p>Integrated Approach: The meetings can contribute to catalysing coordination among Parties and other relevant stakeholders, civil society and private sector, as relevant for an improved implementation of and compliance with the Convention. The Rules of Procedure of the Committee regulate the participation of observers.</p>	

Fact sheet B. Capacity-building and technical assistance

PoW number	Activity 4
Title of activity	Capacity-building and technical assistance programme of the Minamata Convention
Mandate	Convention Articles: Articles 14, 24 COP decisions: MC-2/11, MC-3/8
Background and rationale	<p>Article 14 of the Convention provides that parties shall cooperate to provide, within their respective capabilities, timely and appropriate capacity-building and technical assistance to developing country parties, in particular those that are least developed countries or small island developing States, and parties with economies in transition, to assist them in implementing their obligations. Article 24 requests the secretariat, as part of its functions, to facilitate assistance to parties, particularly developing country parties and parties with economies in transition, on request, in the implementation of the Convention. Activities under Article 14 are funded by contributions to the Special Trust Fund.</p> <p>The identified activities to support the capacity-building and technical assistance programme of the Secretariat of the Minamata Convention are derived from the objective of the Convention and the obligations of the Parties to the Convention, and are based on the needs identified or expressed by developing countries and countries with economies in transition. These needs have been identified through national reports according to Article 21, in completed Minamata Initial Assessments (as received by the secretariat and posted on the Convention website), and in ASGM National Action Plans (NAPs), through the Implementation and Compliance Committee (Article 15), in information contained in applications to the Specific International Programme, during regional or other consultations, by formal request from an eligible Party, or through other communication to the Secretariat by Parties or other stakeholders. Support activities are designed and prioritised according to their ability to help the Party/ies to implement the Convention, the evidence of need for the intervention, and the availability of funds, other contributions or partnerships to enable the activity.</p> <p>To ensure complementarity and avoid duplications, the Secretariat delineates its activities to support capacity building and technical assistance strictly from the support provided and funded by the Global Environment Facility (GEF), the Specific International Programme, and the Special Programme¹.</p> <p>In 2020-2021 the Secretariat will also strengthen its collaboration with the Global Mercury Partnership hosted by the UNEP Chemicals and Health Branch, to support capacity building and technical assistance activities on mercury and the implementation of Minamata obligations. And the Secretariat will work with the Secretariat of the Basel, Rotterdam and Stockholm Conventions on relevant matters of technical assistance as appropriate.</p> <p>The Secretariat is called upon to work with, as appropriate, regional, sub-regional and national arrangements, including existing regional and sub-regional centres.</p> <p>The Convention sets clear deadlines for Parties through agreed phase-out dates, and time-bound articles. These guide the prioritisation of activities.</p> <p>Furthermore, for the United Nations gender mainstreaming has been noted as imperative to support for capacity development and technical assistance to enhance robust implementation.</p> <p>The key areas of support are identified below:</p> <p>4.1 Needs assessment: Needs assessments are a basic component of any effective and tailored capacity-building programme. Working with the GEF, the UNEP Chemicals and Health Branch, and the Global Mercury Partnership, the secretariat will keep under review needs identified and validated by evidence based on information from MIAs, NAPs, Specific International Programme applications, national reports etc. The Secretariat will also seek to collate an overview of projects and initiatives on mercury and Minamata implementation supported by bilateral means, other multilateral funding institutions including regional development banks, and other support projects by centers (regional and sub-regional), non-governmental organisations (including academic institutions).</p> <p>4.2 Tools and methodologies: With respect to tools and methodologies, the secretariat will develop various tools to disseminate and test adopted guidance and methodologies. This include guidance on emissions best available techniques and best environmental practices, as well as guidance on interim storage and contaminated sites. This includes information and training materials, webinars and if possible, even MOOCs (massive open online course). In-depth sub-regional workshops on trade and emissions are likely to identify specific areas of additional where additional work is required (e.g. what to do about confiscated mercury). Guided by the Convention implementation deadlines, mercury added</p>

¹ Special Programme to support institutional strengthening at the national level for implementation of the Basel, Rotterdam and Stockholm conventions, the Minamata Convention and the Strategic Approach to International Chemicals Management (SAICM).

	<p>products is a key area of information and knowledge dissemination for this biennium. Given the obligations regarding trade notification, information tools (visual, electronic and print) will be developed to better inform on Party obligations with regard to notification requirements.</p> <p>4.3 Specific capacity-building activities: Given the clear need to support Parties on trade (article 3) and emissions (article 8) the secretariat is pleased that with funding from the European Commission it is able to implement support activities in all developing regions on both subjects from 2019 to 2020. These support activities take the form of (i) sub-regional workshops (one in each of the four regions/sub-regions) (ii) national pilot studies or projects (one in each of the four regions/subregions); and (iii) dissemination of lessons learned, as well as toolkits and guidelines.</p> <p>On trade, this includes identification of key trends and challenges, training on the relevant provisions of the Convention (article 3) and the related guidance and forms adopted by the Conference of the Parties, the identification of key interventions and management strategies to assist nationally, regionally or sub-regionally. The selection of countries involved is driven by data from the 2017 UNEP Global Mercury Supply, Trade and Demand Report as well as needs expressed by Parties.</p> <p>In relation to emissions, workshops include training on the relevant provisions of the Convention (article 8) and on the guidance on best available techniques and best environmental practices as well as in-depth consideration of case studies. Supported with the preliminary analysis of enabling activities reports, in particular mercury inventories, and pre-training surveys, the secretariat support intervention focuses on sources of emissions that are of particular relevance to the concerned countries/sub-regions and provide hands-on information to apply the guidance to implement control measures at the national level.</p> <p>In addition, and based on additional resources being raised, based on a preliminary assessment of available Minamata Initial Assessments, the secretariat intends to provide more support on phasing out mercury-added products (including mercury amalgam) and to increased capacities to manage mercury waste. Other areas the secretariat hopes to provide additional support on, depending on resources being raised, also include customs codes and managing contaminated sites.</p> <p>4.4 Capacity-building activities upon request: The secretariat, as part of its functions facilitates assistance to Parties, particularly developing country Parties and Parties with economies in transition, on request, in the implementation of the Convention. Capacity-building activities on request may entail country and regional level activities to address, in a time-responsive manner, specific Minamata implementation concerns. These requests could be based on priorities and/or new information arising, for instance, from the Minamata Initial Assessments or other such national reviews.</p> <p>4.5 Cross-cutting activities: Cross-cutting activities can entail integrated activities at the national and regional level, including support to national and regional coordination, institutional capacities, legislation and information exchange, mainstreaming, coordination and collaboration with related MEAs, as well as information exchange (Article 17) and ratification support.</p> <p>Support activities in this regard, depending on funds being raised, could include support for gender mainstreaming in the implementation of the Convention in coordination with other multilateral environmental agreements in the chemicals and waste cluster (based on work undertaken under component 13 on legal and policy activities); support to work on mercury waste with the Basel Convention, and support to ratification.</p>
<p>Outcomes and activities</p>	<p>Component 4.1: Needs assessment</p> <p>Outcomes:</p> <p>Strengthened ability to design and deliver capacity-building and technical assistance to support parties in implementing the Minamata Convention based on evidence of need.</p> <p>Activities (subject to the availability of funding):</p> <ol style="list-style-type: none"> 1. Collate with input from GEF, the UNEP Chemicals and Health Branch and the Global Mercury partnership an overview to better understand needs based on information contained in MIAs, NAPs, Specific International Programme applications, and national reports 2. Prepare a needs assessment overview; 3. Use the findings of the needs assessment overview to inform the identification and prioritisation of support activities of the secretariat’s capacity-building and technical assistance programme. 4. Collate an overview of projects and initiatives on mercury and Minamata implementation supported by bilateral means, other multilateral funding institutions including regional development banks, and other support projects by centers (regional and sub-regional), non-governmental organisations and institutions (including academic and research institutions).

	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> Findings from MIAs, NAPs, article 21 reporting etc. on needs identified and collated; Overview of projects and initiatives on mercury and Minamata implementation supported by others collated. 	<p>Means of verification:</p> <ol style="list-style-type: none"> Needs assessment overview findings evident in proposed activities for 2022-2023; Project database on Convention website Report on secretariat activities to COP.
	<p>Component 4.2: Tools and methodologies</p> <p>Outcomes: Strengthened ability of Parties to implement obligations through the application of tools and methodologies.</p> <p>Activities (subject to the availability of funding):</p> <ol style="list-style-type: none"> Develop and adapt relevant tools and methodologies; Disseminate tools in wide range of fora (hard and soft copies); Utilize tools and methodologies in a wide range of settings, including training and workshops. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> Training tools developed and/or adapted; Design and layout of new guidance documents; Eligible Parties are trained utilizing the developed tools and methodologies; Secretariat's tools and methodologies utilized by Parties and as relevant by partners. 	<p>Means of verification:</p> <ol style="list-style-type: none"> Tools available on the Minamata website; Guidance documents available on the Minamata website; Training and workshop reports; Report on secretariat activities to COP.
	<p>Component 4.3: Specific capacity-building activities</p> <p>Outcomes: Enhanced capacities at the national level to implement the Minamata Convention provisions on trade (articles 3) and emissions (Article 8), as well as other areas including mercury-added products, customs codes, managing mercury waste, and managing contaminated sites.</p> <p>Activities (subject to the availability of funding):</p> <ol style="list-style-type: none"> Develop and deliver sub-regional workshops on trade and emissions; Develop and deliver national interventions on trade and emissions in response to challenges identified through the sub-regional workshops; Develop and deliver sub-regional trainings/workshops on mercury-added products; Develop and deliver sub-regional trainings/workshops on mercury wastes, customs codes, and managing contaminated sites. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> Sub-regional workshops on trade and emissions delivered; National interventions on trade related challenges delivered National interventions on emission related challenges delivered Trainings/workshops on mercury-added products, mercury wastes, customs codes, and contaminated sites delivered. 	<p>Means of verification:</p> <ol style="list-style-type: none"> Workshop reports Donor reports Publication of progress on the Minamata website. Report on secretariat activities to COP.
	<p>Component 4.4: Capacity-building activities upon request</p> <p>Outcomes: Increased ability at the national level to address specific implementation challenge through the provision of quick-response capacity-building support upon request</p> <p>Activities (subject to the availability of funding):</p> <ol style="list-style-type: none"> Provide tailored advice through relevant experts to address technical needs of parties; 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> Requests received are responded to 	<p>Means of verification:</p> <ol style="list-style-type: none"> Workshop reports; Report on secretariat activities to COP.

	<p>Component 4.5: Cross-cutting activities</p> <p>Outcomes:</p> <p>Strengthened integrated capacities at the national level to implement the Minamata Convention.</p> <p>Activities (subject to the availability of funding):</p> <ol style="list-style-type: none"> 1. Develop and implement cross-cutting activities on gender 2. Develop and implement cross-cutting activities on work with other MEAs, e.g. on mercury waste 3. Develop and implement cross-cutting activities on information exchange (article 17) 4. Support ratification 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Activities on gender delivered; 2. Activities on work across MEAs delivered; 3. Activities on information exchange delivered; 4. Ratification support provided. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Workshop and meeting reports. 2. Report on secretariat activities to COP.
<p>Partner(s)</p>	<p>The secretariat’s capacity-building and technical assistance programme leverages partnerships and builds on the expertise of the many actors in the chemicals and waste cluster. This includes the UNEP Chemicals and Health Branch, Global Mercury Partnership, the secretariat of the Basel, Rotterdam and Stockholm Conventions, SAICM and the UNEP Regional Offices. IOMC organizations may be invited to contribute and participate in the workshops and projects, as appropriate. Other relevant key stakeholders, such as the Green Customs Initiative, the World Customs Organization, Interpol, and other multilateral environmental agreements (MEAs). Partners may also include the research institutions, non-governmental organizations and private sector organizations.</p>	
<p>Socio-economic aspects</p>	<p>Sustainable Development Goals: The capacity-building and technical assistance programme of the Minamata Convention will contribute directly to the achievement of the 2030 Agenda for Sustainable Development. In particular, significant contributions will be made to the following targets:</p> <p><u>Target 3.9:</u> By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination</p> <p><u>Target 6.3:</u> By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally</p> <p><u>Target 12.4:</u> By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.</p> <p>Gender mainstreaming: The capacity-building and technical assistance programme of the Minamata Convention will give due considerations to the differential needs of men, women and vulnerable populations. Gender and human rights will be integrated in the entire life-cycle of the programme and will be linked to the gender mainstreaming activities under Component 14 of the programme of work. The programme will promote a multi-stakeholder approach to raise awareness of the linkages between mercury exposure, the effects on human health and the environment, and gender differences in risks and impact.</p>	

Fact sheet C. Scientific and technical activities

PoW number	Activity 5	
Title of activity	Scientific support to the States parties to the Minamata Convention	
Mandate	Convention Articles: Articles 3, 4, 5, 7, 8, 9, 10, 11, 12, 16, 17, 19 COP decisions: MC-1/4, MC-3/1, MC-3/2, MC-3/3, MC-3/4, MC-3/5, MC-3/6	
Background and rationale	<p>The secretariat is tasked with providing scientific and technical support to the parties. Scientific and technical work to assist in the implementation of the Convention includes the following:</p> <ul style="list-style-type: none"> • COP-1 adopted guidance on identifying stocks and sources of mercury and on written consent of for exporting and importing mercury. • Articles 4(4) and 5(4) request the secretariat to collect and maintain information on mercury-added products, processes that use mercury and mercury compounds, and their alternatives. • The Conference of the Parties has adopted, or is in the process of adopting a number of guidance, and countries with artisanal and small-scale gold mining (ASGM) are currently developing national action plans following the guidance adopted at COP-1. Article 7 provides that Parties shall review the progress every three years. The guidance needs to be updated based on the experience of developing these plans. • COP-1 adopted guidance on controlling and reducing mercury emission, including best available techniques, best environmental practices and preparation of emission inventories. Article 8(10) provides that COP shall keep under review, and update as appropriate, these guidances developed pursuant to paragraphs 8 and 9 of article 8. COP in its decision MC-1/4 requested the secretariat to compile information on the experience in using this guidance and to update the guidance as necessary. • COP-2 adopted guidelines on the environmentally sound interim storage of mercury other than waste pursuant to paragraph 2 of article 10. COP in its decision MC-2/6 noted that the guidelines may need to be revised in the future to ensure that they continue to reflect best practice. • COP-3 decided on the definition of waste consisting of or containing mercury or mercury compounds, and requested the group of technical experts to work on thresholds for waste contaminated with mercury. • COP-3 adopted guidance on the management of contaminated sites pursuant to article 12, and requested the Secretariat to continue to collect and disseminate technical information. • Article 16 encourages Parties to work on health aspects including the identification of populations at risk, exposure reduction and public education. Article 17 requests the secretariat to facilitate cooperation in the exchange of scientific and technical information concerning mercury and mercury compounds, the reduction or elimination of the production, use, trade, emissions and releases of mercury and mercury compounds, etc. • Article 19 urges Parties to cooperate in research, development and monitoring on mercury. COP-3 had a special lunchtime session on mercury science, where experts recommended strengthening of science-policy interface. <p>Intersessional work as described in Activity 1, capacity-building and technical assistance programme as described in Activity 4, and communication activities as described in Activity 9 also require scientific and technical support by the secretariat.</p>	
Outcomes and activities	<p>Component 5.1: Information collection and analysis on customs codes / products and processes</p> <p>Outcomes:</p> <p>Information shared among parties on mercury-added products, industrial processes using mercury or mercury compounds, and their alternatives, including the use of customs codes for identifying mercury-added products.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Support the ad hoc group of experts on the review of Annexes A and B 2. Develop compilation documents on the alternatives to dental amalgam and measures to phase down the use of dental amalgam 3. Develop a guidance document on the use of customs codes for controlling export and import of mercury-added products. 4. Collect information from parties and other stakeholders including industry associations and academia; 5. Compile the collected information in a user-friendly format and make it available on the website. (subject to the availability of funding) 	
	Indicators of achievement:	Means of verification:

	<ol style="list-style-type: none"> 1. Relevant documents submitted to COP-4. 2. User-friendly information material on products and processes is available on the website; 3. Users provide feedback to the information material. 	<ol style="list-style-type: none"> 1. COP-4 document 2. Convention website; 3. Compilation of comments and feedback.
<p>Component 5.2: Updating of guidance on ASGM national action plans</p> <p>Outcomes: Parties with ASGM in their territory are empowered to reducing or eliminating the use, emissions and releases of mercury in ASGM.</p> <p>Activities (subject to the availability of funding):</p> <ol style="list-style-type: none"> 1. Exchange experience in using the guidance document on ASGM national action plans, taking opportunities of relevant meetings. 2. Update the guidance document in cooperation with the UNEP Global Mercury Partnership. 		
<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Parties with ASGM learn from each other in the development, implementation and review of national action plans; 2. Updated guidance submitted to COP. 		<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Reports from relevant meetings; 2. Updated guidance document.
<p>Component 5.3: Updating/development of guidance on mercury emissions and releases</p> <p>Outcomes: Parties with relevant point sources of mercury emissions and releases are empowered to control and reduce mercury emissions and releases from these sources and to develop emissions/releases inventories.</p> <p>Activities (subject to the availability of funding):</p> <ol style="list-style-type: none"> 1. Support the group of technical experts on mercury releases; 2. Exchange experience in using the guidance on best available techniques, best environmental practices and preparation of inventory, taking opportunity of relevant meetings; 3. Compile technical information supplementing the guidance documents. 		
<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Relevant document submitted to COP-4 2. Technical information on BAT/BEP and emission inventory is updated and made available on the website. 		<p>Means of verification:</p> <ol style="list-style-type: none"> 1. COP-4 document; 2. Convention website.
<p>Component 5.4: Information collection and analysis on storage, mercury waste and contaminated sites</p> <p>Outcomes: Parties are empowered to store mercury, manage mercury waste, and manage contaminated sites in an environmentally sound manner.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Support the group of technical experts on mercury waste thresholds. 2. Exchange experience in using the guidance on interim storage and contaminated sites and the Basel Convention guidelines on mercury waste management, and make supplementary technical information on the guidance documents available on the web. (subject to the availability of funding) 		
<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Relevant document, including proposed mercury waste thresholds, submitted to COP-4 2. Web page on the guidance on interim storage, mercury waste management and contaminated sites developed, with practical information on management techniques. 		<p>Means of verification:</p> <ol style="list-style-type: none"> 1. COP-4 document 2. Convention website.
<p>Component 5.5: Cross-cutting scientific and technical activities</p> <p>Outcomes: Strengthened integrated scientific and technical capacities at the national-level to implement the Minamata Convention.</p> <p>Activities (subject to the availability of funding):</p>		

	<ol style="list-style-type: none"> 1. Convene a technical workshop inviting five experts (supply/trade, products/processes, ASGM, emission/release, waste/storage) from each region and ten observers to discuss cross-cutting issues in updating guidance documents; 2. Maintain a roster of experts on scientific and technical issues; 3. Provide scientific and technical advice to parties upon request, and in the implementation of capacity-building and technical assistance programme; 4. Collect, compile and disseminate scientific and technical information other than those listed in the components above, including mercury supply, trade, health aspects, research, development and monitoring. 		
	<table border="1"> <tr> <td> Indicators of achievement: <ol style="list-style-type: none"> 1. Full coordination is achieved in the scientific and technical work; 2. Parties receive timely scientific and technical advice. 3. Relevant information is available on the web. </td> <td> Means of verification: <ol style="list-style-type: none"> 1. Workshop report; and survey questionnaires; 2. Report on secretariat activities to COP. 3. Convention website </td> </tr> </table>	Indicators of achievement: <ol style="list-style-type: none"> 1. Full coordination is achieved in the scientific and technical work; 2. Parties receive timely scientific and technical advice. 3. Relevant information is available on the web. 	Means of verification: <ol style="list-style-type: none"> 1. Workshop report; and survey questionnaires; 2. Report on secretariat activities to COP. 3. Convention website
Indicators of achievement: <ol style="list-style-type: none"> 1. Full coordination is achieved in the scientific and technical work; 2. Parties receive timely scientific and technical advice. 3. Relevant information is available on the web. 	Means of verification: <ol style="list-style-type: none"> 1. Workshop report; and survey questionnaires; 2. Report on secretariat activities to COP. 3. Convention website 		
Partner(s)	UNEP Global Mercury Partnership, intergovernmental organizations including the IOMC participating organizations, scientific bodies including the International Conference on Mercury as Global Pollutants, civil society organizations and private sector.		
Broader aspects	<p>Sustainable Development Goals: Scientific and technical activities under the Convention address the following targets set out in the 2030 Agenda for Sustainable Development:</p> <p><u>Target 3.9:</u> By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination</p> <p><u>Target 6.3:</u> By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally</p> <p><u>Target 12.4:</u> By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.</p>		

PoW number	Activity 6
Title of activity	Effectiveness evaluation
Mandate	<p>Convention Articles: Article 22</p> <p>COP decisions: MC-1/9, MC-2/10, MC-3/10</p>
Background and rationale	<p>Article 22 provides that the Conference of the Parties shall evaluate the effectiveness of the Convention beginning no later than six years after the entry into force and periodically thereafter. It also provides that the Conference of the Parties shall establish arrangements for providing itself with comparable monitoring data. The Conference of the Parties in its decisions MC-1/9 and MC-2/10 established an ad-hoc technical expert group on effectiveness evaluation and requested it to submit a report describing the effectiveness evaluation framework and global monitoring arrangements.</p> <p>The draft report from the ad-hoc group (UNEP/MC/COP.3/14) includes the following:</p> <ul style="list-style-type: none"> - Draft timeline for the first cycle of effectiveness evaluation for the Conference of the Parties at its fifth meeting in 2023 to evaluate the effectiveness of the Convention; - Development of four synthesis reports on: (1) supply, demand and trade; (2) emissions and releases; (3) waste and (4) monitoring starting in 2020; - Use of national reports under article 21 as well as other reports such as those on financial mechanism, capacity-building and Implementation and Compliance Committee; - Development of an integrated report in 2022; - Establishment of the arrangements for scientific functions including face-to-face meetings of monitoring and modelling experts, starting in 2020; - Establishment of an effectiveness evaluation committee that meets in 2022 and 2023. <p>The Conference of the Parties at its third meeting in its decision MC-3/10 welcomed the report of the ad hoc group, invited parties to submit views on indicators to be compiled into a COP-4 document, and requested the Secretariat to advance the work by securing services for drafting guidance on monitoring, Article 21 synthesis report and the trade, supply and demand report which includes mercury waste flows and stocks.</p>

Outcomes and activities	Component 6.1: Development of draft guidance on monitoring	
	Outcomes: Draft monitoring guidance made available to the Conference of the Parties for effectiveness evaluation.	
	Activities: 1. Collect information on guidance used in existing monitoring networks and data from these networks; 2. Draw on scientific expertise to create the content of the monitoring guidance; 3. Conduct consultation on the draft monitoring guidance and submit it to COP-4	
	Indicators of achievement: 1. Draft monitoring guidance submitted to COP-4.	Means of verification: 1. COP documents.
	Component 6.2: Development of trade, supply and demand report	
Outcomes: Information on trade, supply, demand, waste flows and stocks made available to the Conference of the Parties for effectiveness evaluation.		
Activities: 1. Organize electronic meetings of supply, demand and trade experts; 2. Organize the collection, processing, storing and presentation of information on trade, supply, demand, waste flows and stocks; 3. Organize the development of summary synthesis report on trade, supply and demand, which includes mercury waste flows and stocks.		
Indicators of achievement: 1. Information on supply, demand, waste flows and stocks compiled; 2. Draft summary synthesis report developed.	Means of verification: 1. Relevant documents available on the web; 2. Report to the Effectiveness Evaluation Committee.	
Component 6.3: Evaluation indicators		
Outcomes: Parties' views on evaluation indicators inform COP-4 deliberations on at the effectiveness evaluation of the Minamata Convention		
Activities: 1. Invite Parties' views on evaluation indicators, 2. Collect information on the quantification of indicators, 3. Organize meetings of experts, including electronic meetings; 4. Prepare a COP submission on indicators.		
Indicators of achievement: 1. Document submitted to COP-4.	Means of verification: 1. COP-4 document.	
Partner(s)	<u>Trade, Supply, and demand report</u> : The report will build on the experience of UNEP reports in 2008 and 2017, and the waste report of 2018. Note: The UNEP Global Mercury Partnership will be involved in the development of the trade report and IETC will be involved for mercury waste information.	
Socio-economic aspects	Sustainable Development Goals: Effectiveness evaluation of the Convention address the following targets set out in the 2030 Agenda for Sustainable development: <u>Target 3.9:</u> By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination <u>Target 6.3:</u> By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally <u>Target 12.4:</u> By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.	

PoW number	Activity 7	
Title of activity	National Reporting under the Minamata Convention	
Mandate	Convention Article: Article 21, Article 24 COP decision: MC-1/8, MC-3/13	
Background and rationale	<p>Reporting is a key obligation under the Minamata Convention. The activities under this activity seek to assist parties in transmitting complete and timely national reports. The information provided in national reports enables the COP to monitor progress in the implementation of the Convention.</p> <p>As per article 21 of the Convention, each party shall report to the COP, through the secretariat, on the measures it has taken to implement the provisions of the Convention and on the effectiveness of such measures and the possible challenges in meeting the objectives of the Convention.</p> <p>At its first meeting, COP decided upon the timing and format of the reporting as set out in decision MC-1/8. According to the decision, each party shall report every four years using the full format in annex to decision MC-1/8 and report every two years with respect to the questions in that format marked by an asterisk. The deadline for submission of the first biennial report was 31 December 2019, and the deadline for submission of the first full report is 31 December 2021.</p> <p>The secretariat will process the reports received for December 2019 reporting for the Implementation and Compliance Committee (ICC) and for COP4 review, support the process of full reporting by December 2021, including through the development of a full-scale online tool for use by parties, and by providing information, guidance, training and other tools to support reporting as required.</p> <p>Developing online electronic reporting system</p> <p>Based on the pilot online system used for the December 2019 reporting, developing a full-scale online electronic reporting system and underlying database are necessary for parties to submit reports and for the secretariat to support the COP to monitor progress in implementing the Convention. The reporting system needs to be user-friendly and reporting requirements need to be well understood by parties.</p> <p>Providing information, guidance, training and other tools</p> <p>At the stage of full reporting for December 2021, it is important to provide relevant information, guidance and training opportunities to the parties, since one of the main challenges for parties would be clarity on the reporting requirements, and ability to collect the data needed for completing the reports. COP in its decision MC-3/13 requested the Secretariat to prepare draft guidance for the full national reporting format to clarify the information required and submit it to COP-4. Training opportunities for officers will be provided through webinars or face-to-face workshop in preparation for December 2021 reporting. Funding and opportunity may be maximised by adding a half-day training session to preparatory regional meetings.</p>	
Outcomes and activities	<p>Component 7.1: National reporting under the Minamata Convention</p> <p>Outcomes:</p> <p>Strengthened capacity of Parties to report under Minamata Convention to enable the COP to monitor progress in the implementation of the Convention and improved availability and quality of relevant data to perform various assessments, including evaluation and tracking progress towards the Sustainable Development Goals.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Process and analyse short reports submitted Dec 2019 for ICC input and COP4 review. 2. Developing a full online electronic reporting system which will be connected to the knowledge management platform and take into account the linkages to SDGs; 3. Develop draft guidance on full reporting format for COP4 consideration; 4. Provide training opportunities and other tools. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Implementation and Compliance Committee is fully informed on national reporting; 2. COP is fully informed on national reporting; 3. Parties have enhanced capacity to collect information for complete and submit their national report; 4. Assistance provided to the parties to use the online electronic reporting system; 5. Draft guidance submitted to COP-4 6. The Minamata Secretariat has the capacity to access the information uploaded by the parties and analyse it within the knowledge management platform. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Report to ICC on national reporting, 2. Report to COP4 on national reporting, 3. Webinar and face-to-face training workshop held for government officers; 4. Online electronic reporting system hosted on the Minamata website; 5. COP-4 document on draft guidance, 6. Report on secretariat activities to COP.

Partner(s)	N/A
Socio-economic aspects	<p>Sustainable Development Goals: National reporting under the Minamata Convention will contribute directly to the achievement of the 2030 Agenda for Sustainable Development. In particular, significant contributions will be made to the following targets:</p> <p><u>Target 3.9:</u> By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination</p> <p><u>Target 6.3:</u> By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally</p> <p><u>Target 12.4:</u> By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.</p>

Fact sheet D. Knowledge and information management and outreach

PoW number	Activity 8	
Title of activity	Publications	
Mandate	Convention Article: Article 17, Article 18, Article 19, Article 24	
Background and rationale	<p>A core function of the secretariat is to support information exchange as per Article 17. The secretariat is also called upon in Article 24 to assist Parties in the exchange of information related to the implementation of the Convention. This activity consists of various support streams to support communication, public information, information exchange, knowledge and information exchange, and outreach.</p> <p>This activity ensures that core publications, including convention texts, are available in the 6 UN languages, as well as guidance from the Convention, and other relevant information to support the implementation of the Convention. Publications (including in electronic form) can be used to enhance the availability Minamata-specific information to support implementation, and exchange of information among Parties through the secretariat's role as an information hub and facilitator.</p> <p>Publication of convention texts and other key publications</p> <p>The secretariat has previously printed the Convention texts and disseminated them at COP meetings, regional meeting, workshops and other various opportunities. The text is also available in electronic form. COP guidance materials on BAT/BEP and NAPs were also prepared and disseminated.</p> <p>Publication of guidance documents</p> <p>In 2020-2021, the secretariat will publish the following guidance documents for dissemination:</p> <ul style="list-style-type: none"> - Guidelines on the environmentally sound interim storage of mercury other than waste mercury - Guidance on the management of contaminated sites <p>Digital repository</p> <p>All Minamata publications and other main reference documents form the basis of knowledge for the implementation of the convention are made available on the website as part of a digital repository that allows parties and users to access any publication by type, language and date with search indexing.</p>	
Outcomes and activities	<p>Component 8.1: Publications</p> <p>Outcomes:</p> <p>COP participants, government delegates, stakeholders from academic, civil society and business organizations and other interested individuals are familiar with the convention text and further COP guidance and other publications to support the implementation of the Minamata Convention.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Reprints of convention texts in languages as needed; 2. Editing and Publishing of guidance documents; 3. Digital repository of Minamata publications. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Convention text published and disseminated; 2. Guidance documents laid out as publications, and disseminated; 3. Publications uploaded on the Minamata website as part of a digital repository. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Convention text distributed as hard copy at major Minamata events; 2. Guidance documents distributed as hard copy in relevant meetings or workshops; 3. Increased number of publications downloaded including the new guidance documents.
Partner(s)	UNOG, UNEP Communication Division (Nairobi), UNEP Regional Offices, GEN Network, other UN agencies as relevant	
Socio-economic aspects	<p>Sustainable Development Goals: Enhancing communication under the Minamata Convention will contribute directly to the achievement of the 2030 Agenda for Sustainable Development. In particular, significant contributions will be made to the following targets:</p> <p><u>Target 3.9:</u> By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination</p> <p><u>Target 6.3:</u> By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally</p> <p><u>Target 12.4:</u> By 2020, achieve the environmentally sound management of chemicals and all wastes</p>	

	throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.
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PoW number	Activity 9
Title of activity	Communication, outreach and public awareness
Mandate	Convention Article: Article 17, Article 18, Article 19, Article 24
Background and rationale	<p>The Secretariat will support the knowledge and information management activities of the Convention as stipulated in article 17. Effective knowledge and information management is a cornerstone of implementation efforts, as it allows parties to exchange information with each other, and builds the repository of knowledge on implementation of the Convention in different national and regional contexts, including on lessons learned through South-South and North-South collaboration.</p> <p>Strategic communication</p> <p>The Secretariat is tasked with raising awareness on the Convention through strategic communication and outreach. A strategic communication will need to be developed, which should include a social media presence (e.g. Twitter, Facebook, Instagram, Linked-in), a visual identity, branding and logo, and related multimedia elements for publicity purposes. The long-term sustainability of the Convention will be enhanced if policy-makers and the general public are aware of and informed about the importance of its aims, the relevance of those aims to everyday life and the interlinkages between the work of the Convention and various other sectors.</p> <p>Improvement of website</p> <p>The Minamata Convention website is a key medium for parties, future parties and other stakeholders to receive information. In order to achieve effective communication amongst all stakeholders, the website needs to be updated appropriately in a timely manner, in order to remain relevant and engage users. The most important enhancement is to redevelop it under a standardized and open-source Content Management System (CMS) that allows the website to be scalable and expanded over time and that it can integrate data and information coming from the future knowledge management platform;</p> <p>Other improvements consider a site:</p> <ul style="list-style-type: none"> • with a clear information architecture to facilitate user navigation; • that includes the appropriate branding, aligned with the editorial and social media products, that also has a responsive design adapted to browsing on mobile devices; • that meets Search Engine Optimization (SEO) and accessibility standards to have a good position in the search engines; • with a metrics system that helps to monitor and analyse the use of the site in the short, medium and long term. <p>Knowledge management system</p> <p>The knowledge and information management functions are a core part of the work of the Secretariat. Knowledge management platform that allows monitoring the Convention through the digital repository, the analysis of the reports sent by the countries and other relevant information uploaded to the website. This system must be enabled to facilitate the recovery of information from a solid data architecture and the use of standardized classification fields that allow later the automatic crossing of information and the generation of different data driven views.</p> <p>At this first stage the need of a revamped website that allows data interoperability and automation from other sources like the knowledge management platform is a key element to establish a solid data structure and technologic framework. During this biennium the focus would be also on covering immediate needs related to data collection coming from different relevant sources.</p>
Outcomes and activities	<p>Component 9.1: Communication, outreach and public awareness</p> <p>Outcomes:</p> <p>Raised awareness amongst COP participants, government delegates, stakeholders from academic, civil society and business organizations and other interested individuals amongst the general public, concerning the environmentally sound management of mercury and its compounds.</p> <p>Both the website and the knowledge management platform should support the public dissemination of information related to the Minamata Convention and to monitor its implementation. Other channels such as email marketing and social media, should be also supporting the same goal as part of an integrated communication strategy from the Convention.</p>

	<p>Activities:</p> <ol style="list-style-type: none"> 1. Media engagement to endeavour consistent and tailored outreach to the general public; 2. Segment audiences and target them through the different communication channels; 3. Maintain and improve the Minamata Convention online presence to ensure a consistent delivery of Secretariat- and the convention- relevant information; 4. Develop and expand the Minamata Convention social media avenues and platforms to ensure regular messaging to expanding audience of stakeholders and interested general public; 5. Ensure a highly visible Minamata Convention presence and outreach at key events of relevance to the broader environment and development agenda, including at the COP, UNEA, etc. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Higher level of awareness of and interest in the environmentally sound management of mercury and its compounds amongst stakeholders within the wider development community; 2. Minamata Convention website and knowledge management platform updated, and relevant information shared in a timely manner. 3. Feedback coming from parties and other stakeholders on the work of the Secretariat regarding this area. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Increased number of access to the Minamata website and the knowledge management platform; 2. Monitoring segmented audiences through Google analytics and e mail Marketing tools 3. Number of media stories and social media mentioning or covering the Secretariat and the Convention in the mainstream media and social media (media and social media monitoring).
<p>Partner(s)</p>	<p>UNOG, UNEP Communication Division (Nairobi), UNEP Regional Offices, GEN Network, other UN agencies as relevant</p>	
<p>Socio-economic aspects</p>	<p>Sustainable Development Goals: Enhancing communication under the Minamata Convention will contribute directly to the achievement of the 2030 Agenda for Sustainable Development. In particular, significant contributions will be made to the following targets:</p> <p><u>Target 3.9:</u> By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination</p> <p><u>Target 6.3:</u> By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally</p> <p><u>Target 12.4:</u> By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.</p>	

Fact sheet E. Overall management

PoW number	Activity 10	
Title of activity	Executive direction and management	
Mandate	Conventions Article: Article 24 COP decisions: MC-1/1, MC-1/10, MC-1/11, MC-2/1, MC-3/11, MC-3/12 Relevant decisions of the United Nations Environment Assembly of UNEP.	
Background and rationale	<p>This activity provides for the coherent management, coordination, administration and delivery mechanism required for the implementation of the programme of work of the convention as well as the efficient management and administration of the Secretariat's staff and financial resources, by addressing the needs of the convention, in conformity with applicable United Nations (UN) rules and regulations, policies and procedures as well as UN business practices.</p> <p>This activity groups together all staff travel costs related to the programme of work activities in all the other fact sheets and that are funded under the general trust fund.</p>	
Outcomes and activities	Component 10.1: Overall management and coordination Outcomes: <p>This component aims at the management and coordination of the convention both externally with relevant stakeholders and internally within the Secretariat. It encompasses the effective and efficient delivery of secretariat functions, ensuring coherence of the mandated procedures and processes under the Convention and overseeing the implementation of the approved programme of work.</p> Activities: <ol style="list-style-type: none"> 1. Deliver the meetings of the Convention; 2. Hold internal and external consultations and coordination; 3. Build relations with donors for the Convention and for the Specific International Programme, as well as with the Global Environment Facility (GEF) secretariat and GEF Council and Assembly; 4. Deliver outputs envisaged under the programme of work for 2020-21 (staff costs only). 	
	Indicators of achievement: <ol style="list-style-type: none"> 1. Delivery of meeting of the Conference of the Parties (COP) and its subsidiary body; 2. Resources leveraged to support national implementation; 3. Implementation and delivery of technical assistance activities in collaboration with relevant partners; 4. Openness and transparency of the Secretariat and its activities through web posting of the Secretariat's reports; 5. Programme of work delivered by the Secretariat; 6. Secretariat staff trained and working efficiently. 	Means of verification: <ol style="list-style-type: none"> 1. List of participants, meeting documents, reports and decisions of COP and subsidiary bodies; 2. UNEP financial statements on contributions related to the convention posted on the UNEP and the convention's websites; 3. Webinars and workshops proceedings posted on the convention's website; 4. Reports posted on the convention's website; 5. Programme of work and budget approved by COP; 6. Smooth, collaborative and timely implementation of mandated activities, in conformity with applicable rules and regulations, policies, procedures and practices.
	Component 10.2: Staff travel on core funded activities Outcomes: <p>The Convention takes part, as appropriate, in relevant international processes and the Secretariat cooperates actively with partners to implement the programme of work of the Convention and attain its objectives.</p> Activities: <ol style="list-style-type: none"> 1. Participation of staff in missions to support the implementation of the convention; 2. Participation of staff in the meetings of the various bodies of the Convention; 3. Participation of staff in meetings and activities of other organization in the chemicals and waste cluster, the sustainable development agenda, and in areas of relevance to the Convention; 	

	<p>4. Participation in meetings of the GEF Council, the GEF Assembly, the UN Environment Assembly, and other such key environment and sustainable development fora; and</p> <p>5. Travel of the Executive Secretary and other staff members as required for bilateral and partner meetings.</p>		
	<table border="1"> <tr> <td> <p>Indicators of achievement:</p> <p>1. Secretariat participation at relevant meetings and conferences;</p> <p>2. Effective cooperation with partners and input is provided to ongoing processes as necessary;</p> <p>3. The Minamata Convention is part of relevant international processes.</p> </td> <td> <p>Means of verification:</p> <p>1. Staff travel reports;</p> <p>2. Reports on international cooperation activities.</p> </td> </tr> </table>	<p>Indicators of achievement:</p> <p>1. Secretariat participation at relevant meetings and conferences;</p> <p>2. Effective cooperation with partners and input is provided to ongoing processes as necessary;</p> <p>3. The Minamata Convention is part of relevant international processes.</p>	<p>Means of verification:</p> <p>1. Staff travel reports;</p> <p>2. Reports on international cooperation activities.</p>
<p>Indicators of achievement:</p> <p>1. Secretariat participation at relevant meetings and conferences;</p> <p>2. Effective cooperation with partners and input is provided to ongoing processes as necessary;</p> <p>3. The Minamata Convention is part of relevant international processes.</p>	<p>Means of verification:</p> <p>1. Staff travel reports;</p> <p>2. Reports on international cooperation activities.</p>		
Partner(s)	UNEP and UNEP regional offices, as well as other organizations in the UN-system; civil society, industry, academia; Basel and Stockholm conventions regional centres.		
Socio-economic aspects	<p>Sustainable Development Goals: The activity will address all three dimensions of the Sustainable Development: environmental, economic and social. Among other Sustainable Development Goals (SDGs), it will support the implementation of SDG No. 3 on ensuring healthy lives (target 3.9: by 2030 substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination), SDG No. 5 on gender equality, SDG No. 12 on ensuring sustainable consumption and production patterns (target 12.4: by 2020 achieve environmentally sound management of chemicals and all wastes throughout their lifecycle and minimizing their adverse impacts on human health and the environment); it will also support SDG No. 1 on ending poverty in all its forms everywhere, SDG No.16 on promoting peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels, etc..</p> <p>Integrated Approach: The activity will be supportive of the integrated approach to address the financing of the sound management of chemicals and wastes, in particular in relation to mainstreaming of chemicals and wastes into sustainable development processes, as provided for in the resolutions adopted by the United Nations Environment Assembly of the United Nations Environment Programme at its first session in 2014 and in 2015 on the Agenda 2030 and the 17 SDGs.</p>		

PoW number	Activity 11
Title of activity	International cooperation and coordination
Mandate	<p>Conventions Articles: Article 16, 23, 24</p> <p>COP decision: MC-1/11, MC-3/11</p>
Background and rationale	<p>International cooperation and coordination with relevant bodies aim to enhance the effectiveness of the implementation of the Convention by ensuring consistency and coherence, sharing experiences and approaches, and increasing the efficiency of resources and experiences.</p> <p>Article 16 of the Convention states that the Conference of the Parties, in considering health-related issues or activities, should: (a) Consult and collaborate with the World Health Organization, the International Labour Organization and other relevant intergovernmental organizations, as appropriate; and (b) Promote cooperation and exchange of information with the World Health Organization, the International Labour Organization and other relevant intergovernmental organizations, as appropriate.</p> <p>Article 23 of the Convention sets out that the Conference of Parties shall also cooperate, where appropriate, with competent international organisations and inter-governmental and non-governmental bodies.</p> <p>Article 24 indicates that the secretariat shall coordinate as appropriate with secretariats of relevant international bodies, particularly with other chemicals and waste conventions.</p> <p>MC-1/11 requested that the secretariat continues to cooperate and coordinate, as appropriate, with other relevant actors, including the secretariat of the Basel, Rotterdam and Stockholm conventions and the relevant units of the United Nations Environment Programme in order to make full use of relevant experience and expertise. MC-3/11 requests the secretariat to continue to cooperate as appropriate on relevant administrative, programmatic, technical assistance and technical matters.</p>

Outcomes and activities	<p>Component 11.1 Cooperation on the broader sustainable development and environment agenda</p> <p>Outcomes: The secretariat foresees a range of activities which encompass promoting knowledge on mercury issues and the Minamata Convention in the UN system, including at the High Level Political Forum (HLPF), bringing Minamata Convention issues into the UN Environment Programme's processes including UNEA, the Multilateral Environmental Agreement (MEA) Management Team Meetings, the MEA Information and Knowledge Management Initiative, as well as the UNEP Programme of Work and Medium Term Strategy (including for example the Montevideo Programme for the Development and Periodic Review of Environmental Law), engaging on the Sustainable Development Goals as well as participating and contributing to the UN Environment Management Group (EMG). The secretariat will also contribute to SDG and post-2020 processes as requested.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Participate in and contribute to meetings and processes on sustainable development and the environment, including UNEA and HLPF. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Mercury pollution is addressed in broader sustainable development and environmental agenda in a synergistic manner. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Reports of relevant meetings and processes.
	<p>Component 11.2: Cooperation within the chemicals and waste cluster</p> <p>Outcomes: The secretariat will continue to promote knowledge of mercury issues in the chemicals and waste cluster, cooperate and collaborate with the Basel, Rotterdam and Stockholm conventions and secretariat, cooperate and collaborate with SAICM and the Beyond 2020 Process, cooperate and collaborate with the UNEP Chemicals and Waste Branch (including the Global Mercury Partnership, the Special Programme, the Osaka-based International Environmental Technology Centre), foster close working relations with the UNEP Regional Offices on chemicals and waste matters, and with the Basel Convention regional and co-ordinating centres, and Stockholm Convention regional and sub-regional centres, cooperate and collaborate with Implementing and Executing agencies and organisations, intergovernmental and non-governmental organisations dealing with chemicals and waste, as well as the Inter-Organization Programme for the Sound Management of Chemicals (IOMC) and its Mercury Group, and other related inter-agency mechanisms. The secretariat will contribute to the SAICM post-2020 process as requested.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Participate in and contribute to meetings within the chemicals and waste cluster, including the Basel, Rotterdam and Stockholm Convention COPs, International Conference on Chemicals Management and IOMC meetings; 2. Contribute to initiatives on the sound management of chemicals and waste, including the Special Programme on institutional strengthening and projects funded by the Global Environment Facility. 3. Contribute to work on initiatives on climate change and biodiversity respectively as contributions from the chemicals and waste cluster. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Mercury pollution is addressed in the international initiatives on the sound management of chemicals and waste. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Reports of relevant meetings and processes; 2. Reports to the Conference of the Parties.
<p>Component 11.3: Other cooperation and coordination</p> <p>Outcomes: The secretariat will continue its activities to cooperate and coordinate with organisations that have areas of common or related interests with the Convention to share experiences and undertake cooperative activities, including with the World Health Organisation, the International Labour Organisation, the UNECE Convention on Access to Information, Public Participation in decision-making and Access to Justice in Environmental Matters (Aarhus Convention), the Convention on Long-range Transboundary Air Pollution, the Vienna Convention on the Protection of the Ozone Layer, the Green Customs Initiative, and the World Customs Organisation, and potentially others.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Take part in relevant initiatives and participate in relevant meetings and liaise with relevant processes that have areas of common or related interests with the Convention, including those mentioned above. 		
<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Mercury pollution is addressed in other international initiatives in a synergistic manner. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Reports of relevant meetings and processes. 	

Partner(s)	Various partners including UN agencies, other intergovernmental organizations, non-governmental organizations.
Socio-economic aspects	<p>Sustainable Development Goals: International cooperation and coordination under the Convention addresses the following targets set out in the 2030 Agenda for Sustainable development:</p> <p><u>Target 3.9:</u> By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination</p> <p><u>Target 6.3:</u> By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally</p> <p><u>Target 12.4:</u> By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.</p>

PoW number	Activity 12
Title of activity	Financial resources and mechanism
Mandate	<p>Conventions Article: Article 13</p> <p>COP decisions: MC-1/5, MC-1/6, MC-3/7</p> <p>UNEA Mandate: UNEA decision 1/5 on Chemicals and Waste (See Integrated approach to financing sound management of chemicals and waste, and Annex I: Strengthening the sound management of chemicals and wastes in the long term)</p>
Background and rationale	<p>In paragraph 5 of article 13, on the financial resources and mechanism, the Minamata Convention on Mercury defines a mechanism for the provision of adequate, predictable and timely financial resources to support developing-country parties and parties with economies in transition in implementing their obligations under the Convention. According to the Convention, the mechanism includes the Global Environment Facility Trust Fund and the Specific International Programme to Support Capacity-Building and Technical Assistance.</p> <p>Global Environment Facility Trust Fund</p> <p>GEF has provided programming support on mercury since the fifth replenishment period. The GEF Council's report provides an account of GEF support to the Minamata Convention over the sixth GEF replenishment period: up to June 2018, GEF had provided support for a total of 110 countries to develop their Minamata Convention initial assessments and 32 countries to prepare their artisanal and small-scale gold mining national action plans. The report also gives an overview of the seventh GEF replenishment as concluded in April 2018 and endorsed by the GEF Council at its fifty-fourth meeting in June 2018. GEF GOLD (now, Planet-GOLD) and GEF ISLANDS are two key multi-country programmes supporting mercury.</p> <p>Specific International Programme</p> <p>In decision MC-1/6 on the Specific International Programme, the Conference of the Parties to the Minamata Convention decided that the secretariat to the Convention hosts the Specific International Programme. The decision also provided guidance on the operations of and duration of the Specific International Programme and the terms of reference of the Programme as set out in the annexes to the decision. At the request of the Conference of the Parties, the Executive Director of the United Nations Environment Programme has established a trust fund for the Programme and through the secretariat of the Convention implemented the requested governance arrangements. The Specific International Programme is set up as a grant-making Programme to directly support developing country Parties and Parties with economies in transition. The Governing Board of the Specific International Programme is constituted and functional since early 2018. The Governing Board oversees the rounds of application. The Secretariat provides full support to the functioning of the Board, and to the application process, review and appraisal of all applications, implementation of administrative arrangements to make grants available to the successful applicants at the conclusion of each Round, as well as the continuous monitoring and project management follow-up. The Specific International Programme concluded the First Round of applications in 2018 (5 country grant projects awarded), and the Second Round 2019 (10 country grant projects awarded).</p> <p>MC-3/7 welcomed the first review of the financial mechanism, and requested the secretariat to prepare a draft terms of reference for the second review for consideration by COP4.</p> <p>Special Programme to support Institutional Strengthening</p> <p>In addition to the financial mechanism defined in the Convention and described above, implementation support to countries is also provided through the Special Programme to support institutional strengthening</p>

	at the national level for the chemicals cluster as established by the first UN Environment Assembly, and hosted by the UNEP/Chemicals and Health Branch/Economy Division. The Special Programme has concluded 3 rounds of applications since its establishment in 2015, and is about to launch its fourth round	
Outcomes and activities	<p>Component 12.1 Financial mechanism: GEF</p> <p>Outcomes: Through this activity the Secretariat supports engagement with the GEF Secretariat, with GEF Council members, GEF Implementation Agencies, and Parties to support the availability of funds for activities as outlined in the COP Guidance to the Global Environmental Facility passed at COP-1 to support the implementation of Minamata obligations.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Regular engagement with the GEF CEO, GEF Secretariat, GEF Council members, GEF Implementing Agencies, and countries obtaining/seeking to obtain GEF funding, for political and strategic engagement purposes; 2. Active participation in the GEF Chemicals Working Group to provide political and technical advisory input in programme planning, and for project submissions to the GEF. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Relevant COP decisions implemented; 2. Continued positive evolution of the GEF portfolio on mercury; 3. Timely and required input delivered to the GEF Secretariat, the Chemicals Task Group, and other stakeholders; 4. Participation in GEF Council, GEF Assembly. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Meeting and other reports covering matters related to the GEF; 2. Convention website and publications.
	<p>Component 12.2: Financial mechanism: Specific International Programme</p> <p>Outcomes: Through this activity the Secretariat provides the full secretariat functions required to run the Specific International Programme to enable the disbursement of funds by the grant-making Programme to successful Party applicants, so as to support national capacity building and technical assistance to meet Minamata obligations; and seeks to ensure that such funds for activities under the Specific Trust Fund for voluntary contributions are being raised in a more predictable, sustainable, effective, cost-efficient and coordinated manner. This will be achieved, among others, through the preparation of reports and the monitoring of the implementation of SIP-funded activities.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Full secretariat support to the Governing Board of the Specific International Programme; 2. Full secretariat support to the application rounds of the Specific International Programme (launch round, produce guidelines, support Q&A during the project application process, review all applications received by the mandatory application line, prepare appraisals for the Governing Board's decision); 3. Full secretariat support to administer the Specific Trust Fund; 4. Full secretariat implementation support to projects approved by the Governing Board for funding (programmatic and administrative support to finalise project documentation in preparation for the signature of the legal agreements, disbursement of funds, monitoring of implementation, closure of completed projects, evaluation of completed projects); 5. Raise funds for the Specific Trust Fund; 6. Communication to donors and potential donors and other partners for funding opportunities; 7. Donor recognition and reporting. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Meetings of Governing Board organised; 2. Application rounds implemented; 3. Timely and complete Specific Trust Fund reports; 4. Legal arrangements completed for approved projects; 5. Timely disbursement of funds; 6. Replenishment of Specific Trust Fund; 7. Number and type of donor recognition activities and other communication output. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Meeting and other reports and documents covering matters related to the Specific International Programme; 2. Financial report on the Specific International Programme, and audits/evaluations; 3. Convention website and publications.
	<p>Component 12.3: Financial resources</p> <p>Outcomes: Through this activity the Secretariat seeks to ensure that funds for activities to support the implementation of obligations under the Minamata Convention may be made available to and through</p>	

	<p>other relevant funding sources, including the Special Programme on Institutional Strengthening but also other sources.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Support the appraisal of projects before the Executive Board of the Special Programme on components relevant to the Minamata Convention; 2. Support the Special Programme’s communication strategy and resource mobilization efforts; 3. Scan the funding landscape and engage with other potential sources of funding for work related to the Minamata Convention, whether to contribute to the Special Trust Fund that supports the Secretariat’s Capacity-building and Technical Assistance work, or to support access to funding opportunities on mercury work. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> 1. Minamata input to Special Programme delivered through Task Group; 2. Minamata attendance of Special Programme Executive Board meetings; 3. Number and type of donor identification and recognition. 	<p>Means of verification:</p> <ol style="list-style-type: none"> 1. Meeting and other reports covering matters related to the Special Programme; 2. Report of secretariat activities; 3. Other reports covering matters related to financial resources and mechanisms; 4. Convention website and publications.
Partner(s)	<p>Donor and recipient countries, bilateral and multilateral aid agencies, international financial institutions, private sector entities, the GEF Secretariat, Chemicals and Health Branch, Secretariat of the Special Programme, GEF Implementing Agencies and IOMC organizations.</p>	
Socio-economic aspects	<p>Sustainable Development Goals: Implementing the programme of work activity on financial resources and mechanisms addresses the following targets set out in the 2030 Agenda for Sustainable development:</p> <p><u>Target 3.9:</u> By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination</p> <p><u>Target 6.3:</u> By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally</p> <p><u>Target 12.4:</u> By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.</p>	

Fact sheet F. Legal and policy activities

PoW number	Activity 13
Title of activity	Legal and policy activities
Mandate	Convention Articles: Articles 3, 4, 5, 6, 7, 16, 18, 19, 20,22, 26, 27
Background and rationale	<p>The Minamata Convention on Mercury preamble notes awareness of "health concerns, especially in developing countries, resulting from exposure to mercury of vulnerable populations, especially women, children, and through them future generations." Furthermore, National Action Plans to address artisanal and small-scale gold mining are to include "Strategies to prevent the exposure of vulnerable populations, particularly children and women of childbearing age, especially pregnant women, to mercury used in artisanal and small-scale gold mining." In addition, article 16 on health aspects, article 18 on public information, awareness and education, article 19 on research, development and monitoring and article 22 on effectiveness evaluation all refer to the needs of vulnerable groups and populations.</p> <p>Women's equality and empowerment is one of the 17 Sustainable Development Goals (SDGs), but also integral to all dimensions of inclusive and sustainable development. In short, all the SDGs depend on the achievement of Goal 5 on Gender Equality.</p> <p>It is important to mention that the principles of gender equality are embedded in activities undertaken by the Minamata secretariat, including through the support delivered under the capacity-building and technical assistance programme of the Minamata Convention. The 2020/21 format of the budget sheets also ensures this through explicitly linking each activity of the programme of work with gender mainstreaming. Nonetheless, in line with best practice as well as UNEP Environmental and Social Sustainability Framework as revised in 2020, the secretariat proposes to make its approach towards gender more explicit through the following:</p> <p>13.1 Gender strategy: The secretariat will develop a gender strategy with the objective of mainstreaming gender within its programme of work. To achieve this objective, the secretariat will develop a baseline on gender-related issues to measuring progress in achieving the strategy's implementing activities. It will ensure that the secretariat's programmes and projects are planned and implemented from a gender equality perspective. Pivotal to achieving this will be inclusion of gender issues in the secretariat's capacity building projects and programmes and cooperation with other internal and external partners on gender-related issues at the international, regional and national levels.</p> <p>13.2 Gender case studies: The secretariat proposes to produce case studies, from each region, covering the life-cycle of mercury to illustrate the differentiated gendered impacts. If feasible, efforts will be made to identify cases from existing technical assistance and capacity building efforts of the secretariat. The development of the case studies will include multi-stakeholder consultations and field visits to impacted communities. These studies will help to identify contextualized challenges in mainstreaming gender in the implementation of the Minamata Convention, within the overall chemicals and waste cluster.</p> <p>13.3 Gender training: The gender training plan of the secretariat aims at supporting Parties in integrating gender in the implementation of the Minamata Convention. The training will target awareness-raising, empowering learning, knowledge building, and skill development as part of a continuous and long-term process. Parties will be empowered to identify gender inequalities and gender gaps in their field of activity, define gender equality objectives, take account of gender when planning and implementing policies, monitor progress and evaluate programmes from a gender perspective. Both stand-alone and back-to-back sessions with other ongoing events will be organized. To maximize efficiencies, the training plan will include the development and utilization of online training tools.</p> <p>It is worth mentioning that the outcomes and activities below are integrated and often cross-reference, for instance, the gender strategy and case studies developed in component 13.1 and 13.2 will be utilized in the delivery of components 13.3. Finally, the successful achievement of associated outcomes is subject to the availability of timely and adequate funding.</p>
Outcomes and activities	<p>Component 13.1: Gender strategy</p> <p>Outcomes: Strengthened ability to mainstream gender in the programme of work of the Minamata Convention.</p> <p>Activities:</p> <ol style="list-style-type: none"> 1. Collect and analyse all approaches towards gender mainstreaming within the chemicals and waste cluster; 2. Develop a gender strategy report; 3. Use the gender strategy in the design of the 2022-23 programme of work.

	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> Existing gender reports collected and analysed; Existing programme of work informed by gender strategy; Draft programme of work for the period 2022–2023 developed utilizing gender strategy. 	<p>Means of verification:</p> <ol style="list-style-type: none"> Gender strategy report; Report on secretariat activities to COP-4; Programme of work 2022-2023.
	<p>Component 13.2: Gender case studies</p> <p>Outcomes: Increased information and knowledge on the gender-differentiated impacts of mercury informs the implementation of the Minamata Convention</p> <p>Activities (subject to the availability of funding):</p> <ol style="list-style-type: none"> Develop and adapt relevant tools and methodologies; Disseminate and utilize case studies in wide range of fora. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> Gender case studies developed; Parties are trained utilizing the case studies; Case studies utilized by partners. 	<p>Means of verification:</p> <ol style="list-style-type: none"> Case studies available on the Minamata website; Training and workshop reports; Report on secretariat activities to COP.
	<p>Component 13.3: Gender training</p> <p>Outcomes: Enhanced capacities at the national level to integrate a gender perspective in the implementation of the Minamata Convention.</p> <p>Activities (subject to the availability of funding):</p> <ol style="list-style-type: none"> Develop and deliver regional workshops on gender; Dissemination of tools and methodologies. 	
	<p>Indicators of achievement:</p> <ol style="list-style-type: none"> Training programme and tools designed; 5 regional workshops on gender delivered; 80% of supported parties reporting increased knowledge and abilities because of the regional workshops. 	<p>Means of verification:</p> <ol style="list-style-type: none"> Training programme and training concept notes; Workshop reports; Survey questionnaires.
Partner(s)	<p>The secretariat’s legal and policy activities leverage partnerships and builds on the expertise of the many actors in the chemicals and waste cluster as well as gender experts beyond. The secretariat of the Basel, Rotterdam and Stockholm Conventions has undertaken several efforts to mainstream gender and efforts will be made to link and learn from this important work. The United Nations Environment Programme (UNEP) Chemicals and Health Branch and SAICM will be consulted on the activities as relevant.</p> <p>Other relevant key stakeholders, such as the IOMC organizations, Global Mercury Partnership, the World Customs Organization, Interpol, other multilateral environmental agreements (MEAs), the UNEP Regional Offices, non-governmental organizations and private sector organizations, will also be engaged.</p>	
Socio-economic aspects	<p>Sustainable Development Goals: The capacity-building and technical assistance programme of the Minamata Convention will contribute directly to the achievement of the 2030 Agenda for Sustainable Development. Significant contributions will be made to the Goal 5 on Gender Equality.</p> <p>Gender mainstreaming: The legal and policy activities of the Minamata Convention will consider the differential needs of men, women and vulnerable populations as component 14 will only address gender mainstreaming. The programme will promote a multi-stakeholder approach to raise awareness of the linkages between mercury exposure, the effects on human health and the environment, and gender differences in risks and impact.</p>	

Fact sheet G. Office maintenance and services

PoW number	Activity 14	
Title of activity	Office maintenance and services	
Mandate	Convention Article 24	
Background and rationale	The provision of office maintenance, services and space are necessary for the operations of the Secretariat.	
Outcomes and activities	Component 14.1: Office maintenance and services Outcomes: Sufficient office facilities, services and supplies are available to enable the Secretariat to operate in an efficient and effective manner. Activities: <ol style="list-style-type: none"> 1. Operating costs (e.g. UN Security, diplomatic services, UMOJA, network printing); 2. Office maintenance and utilities; 3. Communications (fixed and mobile, supplies and services, including website hosting); 4. Office equipment and other non-expendable items; 5. Office supplies and other expendable items. 	
	Indicators of achievement: <ol style="list-style-type: none"> 1. Availability of office space, services and equipment to facilitate the delivery of the programme of work. 	Means of verification: <ol style="list-style-type: none"> 1. Reports to the Parties and data in Umoja.
Partner(s)	UNON, UNOG, UNEP and external service providers	
Socio-economic aspects	Sustainable Development Goals: <i>N/A</i> Gender mainstreaming: <i>N/A</i> Integrated Approach: <i>N/A</i>	

PoW number	Activity 15	
Title of activity	Information technology services	
Mandate	Convention Article 24	
Background and rationale	This activity aims at the provision of basic information technology (IT) and services to ensure a smooth running of the Secretariat and the implementation of the programmes of work of the convention. These include software packages, network administration, e-mail administration, internet access, security and helpdesk services, as well as non-expandable equipment such as personal computers. The activity also facilitates communication, technical assistance and outreach between the Secretariat and Parties and observers to the convention through the provision of webcasting services, used for example for online meetings and trainings under various programme of work activities.	
Outcomes and activities	Component 15.1: Information technology services Outcomes: This component ensures the storage and processing of the information generated in the process of convention's implementation as well as provision of service to the Secretariat and Parties during meetings. It also provides the Secretariat with IT equipment and services necessary to implement the programmes of work. Activities: <ol style="list-style-type: none"> 1. IT services including internet; 2. IT equipment and software; 3. Software licenses including webcasting. 	
	Indicators of achievement: <ol style="list-style-type: none"> 1. Procedures and resources are in place to ensure the implementations of the programmes of work for 2020-2021; 2. Delivery of IT services in a cost efficient and timely manner to the Secretariat and Parties; 3. Quality of IT services provided during meetings. 	Means of verification: <ol style="list-style-type: none"> 1. Feedback from the Secretariat and Parties; 2. High availability of network and application services with minimal interruption; 3. Feedback from the Secretariat and Parties.

Partner(s)	UNEP, UNOG and UNON
Socio-economic aspects	<p>Sustainable Development Goals: By ensuring proper access to information related to the sound management of chemicals and wastes, this activity contributes to the Sustainable Development Goal 9 on “Industry, innovation and infrastructure” (target 9.c) and 16 on “Peace, justice and strong institutions” (target 16.10).</p> <p>Integrated Approach: The webcastings /webinars will contribute to catalysing cooperation and coordination among Parties and relevant stakeholders at the global and regional level, including civil society and private sector, as relevant, thus promoting the sound management of chemicals and wastes. As such, this activity contributes to the integrated approach to financing options for chemicals and wastes.</p>