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**United Nations
Environment
Programme**

**Intergovernmental negotiating committee
to prepare a global legally binding instrument
on mercury**

Fourth session

Punta del Este, Uruguay, 27 June–2 July 2012

Item 2 (b) of the provisional agenda*

Organizational matters: organization of work

Annotations to the provisional agenda

Item 1: Opening of the session

1. The fourth session of the intergovernmental negotiating committee to prepare a global legally binding instrument on mercury, to be held from 27 June to 2 July 2012 at the Conrad Hotel in Punta del Este, Uruguay, will be opened at 9.30 a.m. on Wednesday, 27 June 2012.
2. Opening statements will be made by representatives of the Government of Uruguay and the United Nations Environment Programme (UNEP).

Item 2: Organizational matters

(a) Adoption of the agenda

3. Subject to the rules of procedure, the committee may wish to adopt the agenda for the session on the basis of the provisional agenda set out in document UNEP(DTIE)/Hg/INC.4/1.

(b) Organization of work

4. The committee may wish to meet each day of the session from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m., subject to adjustment as necessary. Given that there is much to discuss in the time available, as proposed by the Chair in his scenario note (UNEP(DTIE)/Hg/INC.4/2) representatives are requested to limit their opening remarks and general statements to leave as much time as possible for the discussion of substantive issues. Written statements may be provided to the secretariat for posting on the intranet for the session.
5. During the session, the committee may wish to establish contact groups and other in-session working groups as it deems necessary and to specify their mandates.

Item 3: Preparation of a global legally binding instrument on mercury

6. The committee may wish, as proposed by the Chair in his scenario note, to begin its discussions by focusing on the document presenting the revised draft text of the mercury instrument (UNEP(DTIE)/Hg/INC.4/3).

* UNEP(DTIE)/Hg/INC.3/1.

7. The committee will also have for its consideration documents prepared in response to requests by the committee at its third session, which was held in Nairobi from 31 October to 4 November 2011. The documents will set forth:

(a) A proposal for articles 15 and 16 of the draft text, consisting of a conceptual approach followed by possible text, prepared by the co-chairs of the contact group on financial resources and technical and implementation assistance with the support of the secretariat (UNEP(DTIE)/Hg/INC.4/4);

(b) An approach to possible elements of articles 10 and 11 prepared by the co-chairs of the contact group on emissions and releases with the support of the secretariat (UNEP(DTIE)/Hg/INC.4/5);

(c) Information provided by the secretariat on possible transitional arrangements pending the phase-out of mercury-added products and manufacturing processes (UNEP(DTIE)/Hg/INC.4/6);

(d) A compilation of reporting obligations and action plans, accompanied by a survey of reporting obligations and action plans under other relevant multilateral environment agreements, prepared by the secretariat (UNEP(DTIE)/Hg/INC.4/7).

8. The above documents may be introduced as required when the issues that they cover arise during the committee's discussions. While all the documents provide relevant information, some may not be introduced in detail in the interests of time.

9. A limited number of information documents are also available, including one on information submitted by Governments in respect of possible new approaches for Articles 15 and 16 of the draft mercury instrument (UNEP(DTIE)/Hg/INC.4/INF/1).

Item 4: Other matters

10. The committee may wish to consider other matters raised during the session.

Item 5: Adoption of the report

11. At its final meeting the committee will be invited to consider and adopt the report of its fourth session prepared by the rapporteur. The report of the session as at the end of the plenary meeting on Sunday, 1 July, will be presented for approval by the committee at its plenary meeting on Monday, 2 July, with any amendments that may be necessary. Consistent with standard United Nations practice, the committee may wish to agree that the section of the report pertaining to the plenary meetings on the last day of the session will be prepared by the rapporteur, with the support of the secretariat, and incorporated into the meeting report under the Chair's authority. The final report of the session will be circulated after the closure of the session.

Item 6: Closure of the session

12. It is expected that the committee will conclude its work by 6 p.m. on Monday, 2 July 2012.