REPORTING GUIDANCE AND ONLINE REPORTING TOOL: PART I

TUESDAY, 14 SEPTEMBER 2021
13h00 – 14h00 CEDT

The first full national report pursuant to Article 21 covers the reporting period 16 August 2017 to 31 December 2021. Per Decision MC-1/8 the full reporting format comprises five parts, and 43 questions. This session is the second of four sessions on national reporting to assist National Focal Points to complete the full reports by 31 December 2021.

Decision MC-3/13 requested the Secretariat to prepare draft guidance for the full national reporting format and encouraged Parties to use the draft guidance on a provisional basis to assist with preparing the full national reports due by 31 December 2021. The second and third sessions delve into the draft reporting guidance. This session (Part I) focuses on the questions in the reporting format on Articles 3, 4, 5, and 7, and also explains how to respond in Parts C, D and E. The session will also provide further orientation on the use of the online reporting tool.

REGISTER NOW

Please register for the WebEx session using the links above.

Information about Minamata Online
Check the Season 2 calendar

SPEAKERS

Claudia ten Have
Senior Policy and Coordination Officer, Minamata Convention Secretariat

Richard Gutierrez
Programme Management Officer, Minamata Convention Secretariat

Anna García Sans
Communications and Knowledge Management Officer, Minamata Convention Secretariat
Overview of the Information Session

1. **Introduction:**
   a) Article 21: Reporting obligation for all Parties
   b) Presentation Structure

2. **Online Reporting Tool**

3. **Full National Report:**
   a) Article 3 – Mercury supply sources and trade
   b) Article 4 – Mercury added products
   c) Article 5 - Manufacturing processes in which mercury or mercury compounds are used
   d) Article 7 - Artisanal and small-scale gold mining

4. **Important Role of National Focal Points**

5. **Question and Answers**
1. Introduction
Paragraph 1 of article 21 of the Minamata Convention on Mercury provides that each party shall report to the Conference of the Parties, through the Secretariat, on the measures taken to implement the provisions of the Convention and on the effectiveness of such measures and the possible challenges in meeting the objective of the Convention.

Decision MC-1/8 Agreed on the full format of reporting and decided that each Party shall report every four years using the full format and report every two years on four questions marked by an asterisk in the full format.
Decision MC-3/13 requested the Secretariat to prepare **draft guidance for the full national reporting format** and encouraged Parties to use the draft guidance on a provisional basis to assist with preparing the full national reports due by 31 December 2021. 

**UNEP/MC/COP.4/17**

The Minamata Information sessions on national reporting is part of the work in fulfilling Decision MC-3/13. This session focuses on completing **Articles 3, 4, 5 and 7 of the full national report.**
Overview of questions related to each article and to cover key obligations

- Reporting format (MC-1/8) consists of parts A-E and under **part B contains 43 questions**
  - Articles 3, 4, 5 and 7 (21 questions)
  - Flow chart of each question: YES and NO ....
  - **Notes** and **Suggested Approach** based on the Draft Guidance for completing the national reporting format for the Minamata Convention on Mercury (UNEP/MC/COP.4/17)

- Further orientation on the Online Reporting Tool
The full format contains 43 questions to be answered by all parties every four years, while the short report contains four questions (indicated by an asterisk in the full format) to be answered every two years.

The full format consists of five parts:

- **Part A**: requests information about the party and respondent
- **Part B**: contains the 43 questions
- **Part C**: provides an opportunity for parties to comment on possible challenges in meeting the objectives of the Convention
- **Part D**: provides an opportunity for parties to comment on the reporting format and possible improvements
- **Part E**: provides an opportunity to add comments on each of the articles in free text if the party chooses to do so.
2. Online Reporting Tool
Getting ready for the Online Reporting Tool
Flowchart

01. Kick off – 7 Sep.
02. Login
03. Work on your report
04. Complete and submit it
05. Secretariat review
06. Final reports
Once you login into the system, please check the **user guide**.

You need to **fill in all parts and questions** to submit your national report.

Progress is automatically saved when you move to a new step of the report or when you press the **Save Draft** button. We encourage you to press Save Draft, especially when adding attachments.

The reporting tool has been built following an **incremental model**, so we are improving and adding more functionalities to help parties in their obligation, even if it is completed now.
We advise you to **move step by step** through each article in sequence. Before the final submission, you will have the chance to **review** the whole report.

Considering the complexity of the full national report, we have implemented a functionality that allows you to **start from any article and follow a non-linear path**.
To help NFPs prepare their submission, the Secretariat also developed an offline paper version to collect and collate notes and information to use when filling in responses in the online reporting tool.

We encourage parties to use the online reporting tool to submit national reports: data will be stored in a database, facilitating processing and analysis.
3. Full National Report
Article 3: Mercury Supply 
Sources and Trade
Article 3: Overview

- Contains control measures to limit the global supply of mercury (Article 3)
- Complements and reinforces demand reduction control measures (Articles 4-7)
- Outlines procedures to follow for trade in elemental mercury
MAIN SOURCES OF MERCURY SUPPLY – some important points

**Article 3(3-4) Primary Mined Mercury Mines**
Mines must be phased out; no new mines; and the mercury from primary mines can only be used for specifically allowed products and processes, not including artisanal and small-scale gold mining.

**Article 3(5)(a) Mercury Stocks**
Parties must endeavor to identify large stocks of mercury and supply sources; guidance adopted by COP1.

**Article 3(5)(b) Mercury from Decommissioned Chlor-alkali Plants**
Use of mercury in chlor-alkali production must be phased out by 2025; closed plants leave behind very large quantities of mercury; parties must take measures to ensure disposal of excess mercury.
3.1. Does the party have any primary mercury mines that were operating within its territory at the date of entry into force of the Convention for the party? (Para. 3.)

If yes, please indicate:

a) The anticipated date of closure for the mine(s) OR
b) the date when the mine(s) closed;
c) The total amount mined ______ metric tons per year.

If the party **does not have primary mercury mines** that were operating at the date of entry into force of the Convention for it, the party would reply “no” and **move to the next question**.
Article 3(3) and 3(4): Primary Mining

3.2. Does the party have any primary mercury mines that are now in operation that were not in operation at the time of entry into force of the Convention for the party? (Para. 3, para. 11.)

☐ Yes ☐ No

► If yes, please explain.

Paragraph 3 of article 3 requires each party to not allow primary mercury mining that was not being conducted within its territory at the date of entry into force of the Convention for it.

If the party does not have primary mercury mines that commenced operation after the date of entry into force of the Convention for it, the party would reply “no”, and move to the next question.
Article 3(5)(a): Stocks and Supplies

3.3. Has the party endeavoured to identify individual stocks of mercury or mercury compounds exceeding 50 metric tons and sources of mercury supply generating stocks exceeding 10 metric tons per year that are located within its territory? (Para. 5.)

- Yes
- No

► If “yes”, please
  i. attach the results of your endeavour or indicate where it is available on the internet, unless unchanged from a previous reporting round.
  ii. Supplemental: Please provide any related information – for example, on the use or disposal of mercury from such stocks and sources.

► If “no”, please explain
Article 3(5)(a): Stocks and Supplies


► Guidance clarifies that a “stock” **does not include** quantities of mercury disposed of and managed as **waste**, nor mercury at a **contaminated site**, nor **geologic reserves** of mercury.

► “**Individual stock**” would:
  ► Be identified when the **aggregate weight** of mercury or mercury compounds **exceeded 50 metric tons**.
  ► include existing inventories or stockpiles of governments, traders or operating chlor-alkali facilities.
The obligation for parties set out in paragraph 5 of article 3 and reflected in question 3.3 refers to “… endeavour to identify…”. Parties may implement the obligation as they see fit, including, for example, through one or more of the following actions:

- A **specific survey or inventory**;
- Implementation of **national hazardous substances regulations**;
- Development of the party’s **implementation plan** (if one has been developed pursuant to article 20 of the Convention);
- Development of the party’s **Minamata Initial Assessment** (if undertaken).
Article 3(5)(b): Chlor-alkali Facilities

3.4. Does the party have excess mercury available from the decommissioning of chlor-alkali facilities? (Para. 5. (b).)

- Yes
- No

- If “yes”, please explain the measures taken to ensure that the excess mercury was disposed of in accordance with the guidelines for environmentally sound management referred to in paragraph 3 (a) of article 11 using operations that did not lead to recovery, recycling, reclamation, direct re-use or alternative uses. (para. 5 (b), para. 11)

- If the party does not have chlor-alkali facilities that have been decommissioned, it would reply “no” and move to the next question.
when a chlor-alkali plant is decommissioned, the party may determine that the mercury that becomes available from the decommissioning is “excess” to its requirements. If the party determines that such mercury is excess, the party must take measures to ensure that such mercury is disposed of in accordance with paragraph 3 of article 11, either within the party’s territory or by export to another party for disposal in accordance with paragraph 3 (a) of article 11.

The technical guidelines on ESM of mercury waste referred to in paragraph 3 (a) of article 11 is available on https://www.mercuryconvention.org/en/about/forms-guidance.
3.5. *Has the party received consent, or relied on a general notification of consent, in accordance with article 3, including any required certification from importing non-parties, for all exports of mercury from the party’s territory in the reporting period? (Para. 6, para. 7.)

If “yes”:

a. and the party has submitted copies of the consent forms to the secretariat, then no further information is needed.

If the party has not previously provided such copies, it is recommended that it do so.

Otherwise, please provide other suitable information showing that the relevant requirements of paragraph 6 of article 3 have been met.

Supplemental: Please provide information on the use of the exported mercury.

b. If exports were based on a general notification in accordance with article 3, paragraph 7, please indicate, if available, the total amount exported and any relevant terms or conditions in the general notification related to use.
Article 3(6-10): Trade

Q3.5 relates **solely to the export of mercury**, which includes mixtures of mercury with other substances, including alloys of mercury, with a mercury concentration of at least 95 per cent by weight. It does **not relate to export of mercury compounds, mercury-added products or mercury wastes**.

The **forms** referred to in question 3.5 (a) are the forms adopted by the Conference of the Parties at its first meeting that **may be used by parties and non-parties** for providing consent for trade in mercury under article 3.

Article 3(6) requires parties to allow exports only **with written consent** from the importing parties or importing non-parties, and only **for allowed purposes**. Therefore, if mercury is exported by a party, the party should have received written consent (e.g. through **form A**) or relied on the general notification (i.e., **form D**).
### Form A: Form for the provision of written consent by a party to the import of mercury

Form for the provision of written consent by a Party to the import of mercury

(This form is not required by the Convention in cases where the importing Party has provided a general notification of consent in accordance with Article 3, paragraph 7)

**Section A:** Contact information to be provided by the importing Party
- Name of designated national focal point:
- Address:
- Tel:
- Fax:
- Email:

**Section B:** Contact information to be provided by the exporting Party or non-Party
- Name of designated national focal point or responsible government official:
- Address:
- Tel:
- Fax:
- Email:

**Section C:** Shipment information to be provided by the exporting country:
- Please indicate approximate total quantity of mercury to be shipped:
- Please indicate approximate date of shipment:
- Please indicate if the mercury has been determined by the exporting Party to be excess mercury from the decommissioning of chlor-alkali facilities:

Available at: [https://www.mercuryconvention.org/en/documents/forms-related-article-3-mercury-trade](https://www.mercuryconvention.org/en/documents/forms-related-article-3-mercury-trade)

---

### Form B: Form for the provision of written consent by a non-party to the import of mercury

Form for the provision of written consent by a non-Party to the import of mercury

(This form is not required by the Convention in cases where the importing non-Party has provided a general notification of consent in accordance with Article 3, paragraph 7)

**Section A:** Contact information to be provided by the Party to the Convention
- Name of designated national focal point:
- Address:
- Tel:
- Fax:
- Email:

**Section B:** Contact information to be provided by the non-Party
- Name and agency of government official:
- Address:
- Tel:
- Fax:
- Email:

**Section C:** Shipment information to be provided by the exporting Party
- Please indicate approximate total quantity of mercury to be shipped:
- Please indicate approximate date of shipment:
- Please indicate if the mercury is from primary mercury mining:
- Please indicate if the mercury has been determined by the exporting Party to be excess mercury from the decommissioning of chlor-alkali facilities:

---

### Form D: Form for general notification of consent to import mercury

Form for general notification of consent to import mercury

Article 3, paragraph 7, of the Convention provides that an exporting Party may rely on a general notification to the Secretariat by the importing Party or non-Party as the written consent required by paragraph 6 of Article 3. Such general notification shall set out any terms and conditions under which the importing Party or non-Party provides its consent. The Secretariat shall keep a public register of all such notifications.

The notification may be revoked at any time by that Party or non-Party. A Party or non-Party that revokes its notification should provide a written request to the Secretariat to be removed from the public register of general notifications and indicate the effective date of the revocation.

Parties are reminded that provision or acceptance of a general notification according to Paragraph 1 of Article 3 addresses only the requirement for written consent for each shipment of mercury. It does not absolve Parties of other obligations under the Convention, in particular under paragraphs 6 and 8 of Article 3 (see Form C).

**Section A:** Contact information for general notifications of consent
- Name of Party or non-Party:
  - Designated national focal point or name of government agency and official:
  - Address:
  - Tel:
  - Fax:
  - Email:

**Section B:** General notification of consent
My Government hereby provides a general notification of consent to imports of mercury. An exporting Party may rely on this general notification as the written consent required by Article 3, paragraph 6, of the Convention.
Article 3(6-10): Trade

Decision MC-1/2, adopted the “Guidance on completing the forms required under article 3 related to trade in mercury”.

Available at: https://www.mercuryconvention.org/sites/default/files/documents/forms_and_guidance_document

Under Article 17.4, each Party designates a National Focal Point for the exchange of information under it, including with regard to the consent of importing Parties under Article 3.

Guidance on completing the forms required under article 3 related to trade in mercury

Part I: Guidance on the use of forms A–D

A. Background

1. The present guidance has been developed to assist Parties with regard to the forms required under article 3 of the Minamata Convention and the registers to be maintained by the secretariat in accordance with paragraphs 7 and 9 of article 3. It seeks to clarify the following matters:

   (a) Scope of article 3, i.e., what is not covered, namely, mercury wastes (article 11) and products (article 4);

   (b) Which forms should be used in which circumstances and what considerations should be taken into account before issuing a consent;

   (c) Information to be provided in each section of the forms;

   (d) Role of the registers and how to use them;

   (e) Where to obtain the forms;

   (f) How to transmit the forms.
3.6. Has the party allowed the import of mercury from a non-party?

- Yes
- No

If yes, and the party has submitted copies of the consent forms to the secretariat, then no further information is needed.

If the party has not previously provided such copies, it is recommended that it do so.

Otherwise, please provide other suitable information showing that the relevant requirement of paragraph 8 of article 3 have been met.

Supplemental: Please provide information on the quantities and countries of origin.

- The importing party has relied on paragraph 7 of article 3.
- If yes, or if the party relied on paragraph 7 of article 3, did the non-party provide certification that the mercury is not from sources identified under paragraph 3 or paragraph 5 (b) of article 3? (para. 8)
  - Yes
  - No
- The party has submitted its general notification of consent, applied paragraph 9 of article 3, and provided information on the quantities and countries of origin.
  - If no, please explain.
Q3.6 relates **solely to the export of mercury**, which includes mixtures of mercury with other substances, including alloys of mercury, with a mercury concentration of at least 95 per cent by weight. It does not relate to export of mercury compounds, mercury-added products or mercury wastes.

The forms referred to in question 3.5.a. and .b are the forms adopted by the Conference of the Parties at its first meeting that **may be used by parties and non-parties** for providing consent for trade in mercury under article 3.

Article 3(6) requires parties to allow exports only **with written consent** from the importing parties or importing non-parties, and only for **allowed purposes**. Therefore, if mercury is exported by a party, the party should have received written consent (e.g. through *form A*) or relied on the general notification (i.e., *form D*).
Party allowing imports from a non-party, use form A: Form for the provision of written consent by a party to the import of mercury.

FORM A
Form for the provision of written consent by a Party to the import of mercury

(This form is not required by the Convention in cases where the importing Party has provided a general notification of consent in accordance with Article 3, paragraph 7)

Section A: Contact information to be provided by the importing Party
Party:
Name of designated national focal point:
Address:
Tel:
Fax:
Email:

Section B: Contact information to be provided by the exporting Party or non-Party
Party or non-Party:
Name of designated national focal point or responsible government official:
Address:
Tel:
Fax:
Email:

Non-party exporting country to a party, use form C: Form for non-party certification of the source of mercury to be exported to a party

FORM C
Form for non-Party certification of the source of mercury to be exported to a Party
To be used in conjunction with form A or form D, when required

Article 3, paragraph 8, of the Convention provides that a Party shall not allow the import of mercury from a non-Party to whom it will provide its written consent unless the non-Party has provided certification that the mercury is not from sources identified as not allowed under paragraph 3 or paragraph 5 (b), i.e., that it is not from primary mercury mining or mercury determined to be excess mercury from the decommissioning of chlor-alkali facilities.

Section A: Shipment information to be provided by the exporting non-Party
Please indicate the approximate total quantity of mercury to be shipped:
Please indicate the approximate date of shipment:

Guidance
Information regarding the approximate total quantity of mercury to be shipped allows the importing country to make an informed decision about any shipments to which it is consenting, while the approximate date of shipping assists in any effort to track the shipment that the country may wish to undertake.

Section B: Shipping information, as appropriate
Importer
Name of business:
Address:
Tel:

Available at: https://www.mercuryconvention.org/en/documents/forms-related-article-3-mercury-trade
Article 4: Mercury-added products
What is in Annex A Part I?
- Batteries
- Switches and Relays
- Lamps
  - compact fluorescent (CFLs)
  - linear fluorescent
  - high pressure mercury vapor
  - CCFLs and EEFLs
- Cosmetics including skin lightening soaps and creams
- Pesticides, biocides, and topical antiseptics
- Non-electronic measuring devices
  - barometers
  - hygrometers
  - manometers
  - thermometers
  - sphygmomanometers

What is in Annex A Part II?
Dental amalgam -- measures to phase down

...Shall not allow, by taking appropriate measures, the manufacture, import or export of mercury-added products listed in Part I of Annex A after the phase-out date specified for those products.
### Article 4: Overview

**Minamata Convention ARTICLE 4 and ANNEX A**

**EXCLUSIONS FROM PHASE-OUT MANDATE**

- Essential military/police use
- R+D/calibration
- Replacements
- Vaccines
- Traditional/religious practices
Article 4: Mercury-added products

4.1. Has the party taken any appropriate measures to not allow the manufacture, import or export of mercury-added products listed in Part I of Annex A of the Convention after the phase-out date specified for those products? (Para. 1.)

- Yes
- No

► If “yes”, please provide information on the measures.

► If no, has the party registered for an exemption pursuant to article 6?
  - Yes
  - No

If yes, for which products (please list)? (para. 1, para. 2 (d))

If the party is implementing paragraph 2 of article 4, please skip to question 4.2.
If yes, for which products (please list)?

- Batteries, except for button zinc silver oxide batteries with a mercury content < 2% and button zinc air batteries with a mercury content < 2%
- Switches and relays, except very high accuracy capacitance and loss measurement bridges and high frequency radio frequency switches and relays in monitoring and control instruments with a maximum mercury content of 20 mg per bridge, switch or relay
- Compact fluorescent lamps (CFLs) for general lighting purposes that are ≤ 30 watts with a mercury content exceeding 5 mg per lamp burner
- Linear fluorescent lamps (LFLs) for general lighting purposes: (a) Tuband phosphor < 60 watts with a mercury content exceeding 5 mg per lamp; (b) Halophosphate phosphor ≤ 40 watts with a mercury content exceeding 10 mg per lamp
- High pressure mercury vapour lamps (HPMV) for general lighting purposes
- Mercury in cold cathode fluorescent lamps and external electrode fluorescent lamps (CCFL and EEFL) for electronic displays
- Cosmetics (with mercury content above 1 ppm), including skin lightening soaps and creams, and not including eye area cosmetics where mercury is used as a preservative and no effective and safe substitute preservatives are available
- Pesticides, biocides and topical antiseptics
- The following non-electronic measuring devices except non-electronic measuring devices installed in large-scale equipment or those used for high precision measurements: (a) barometers; (b) hygrometers; (c) manometers; (d) thermometers; (e) sphygmomanometers
Article 4: Mercury-added products

► If the **party has taken appropriate measures** to not allow the manufacture, import or export of mercury-added products listed in part I of annex A, the party may wish to include, for each of the categories of product listed in part I for which it has taken a measure:
  ▶ A description of the measure taken and the reference to the legal authorities, where applicable;
  ▶ The date the measure was taken;
  ▶ The date the measure took effect (or is expected to take effect).

► If the party is also a party to the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade, it **may wish to include reference to its import response under that convention** in relation to **pesticides containing mercury or mercury compounds**.
Article 4: Mercury-added products

► If the party has **not taken appropriate measures**, the party would reply “no” and **might wish to provide, in part C**, an explanation of why it has not taken such measures, including an estimate of when it expects to have taken them.

► If the party **has taken measures** in relation to some or all of the categories of product listed in part I **but also has an exemption for one or more categories**, it would reply “yes” to the first part of the question (and provide the information requested), **AND** would reply “yes” to the second part of the question **and list the products for which it has an exemption**.

► If the party has **neither taken appropriate measures nor registered for an exemption**, the party would reply “no” to both parts of the question and **might wish to explain the reasons it has done neither in part C**.
Article 4: Mercury-added products

**Question 4.2:** If yes (implementing paragraph 2 of article 4): (para. 2)
Has the party reported to the Conference of the Parties at the first opportunity a description of the measures or strategies implemented, including a quantification of the reductions achieved? (para. 2 (a))

- [ ] Yes  
- [ ] No  

Has the party implemented measures or strategies to reduce the use of mercury in any products listed in part I of annex A for which a de minimis value has not yet been obtained? (para. 2 (b))

- [ ] Yes  
- [ ] No  

► If “yes”, please provide information on the measures.

Has the party considered additional measures to achieve further reductions? (para. 2 (c))

- [ ] Yes  
- [ ] No  

► If “yes”, please provide information on the measures.
Dental amalgam is the only mercury-added product listed in part II of annex A. Decision MC-3/2 encouraged parties to take more than two measures in accordance with part II of annex A.

If the party has taken two or more measures, it would reply “yes” and provide information on the measures taken. Such information could include which measures were taken, the date on which each measure was implemented and the effectiveness of the measures.

If a party has not taken two such measures, it would reply “no” and might wish to provide an explanation in part C.
Article 4: Mercury-added products

4.4. Has the party taken measures to prevent the incorporation into assembled products of mercury-added products whose manufacture, import and export are not allowed under article 4? (Para. 5.)

- Yes
- No

► If “yes”, please provide information on the measures.

► If the party has taken measures to prevent the incorporation of MAPs into assembled products, the party would reply “yes” and describe the measures it has taken to prevent that use.

► If the party does not have manufacturing that may be using mercury-added products listed in annex A, the party it would reply “no” and provide this explanation in part E.

► If a party has not taken measures, it would reply “no” and might wish to provide an explanation in part C.
Article 4: Mercury-added products

4.5. Has the party discouraged the manufacture and the distribution in commerce of mercury-added products not covered by any known use in accordance with article 4, paragraph 6? (Para. 6.)

- Yes
- No

If "yes", please provide information on the measures.

If no, has there been an assessment of the risks and benefits of the product that demonstrates environmental or health benefits? Has the party provided to the secretariat, as appropriate, information on any such product?

- Yes
- No

If yes, please name the product:
Article 5: Manufacturing processes in which mercury or mercury compounds are used
Overview: Article 5 and Annex B

Article 5

Manufacturing processes in which mercury or mercury compounds are used

1. For the purposes of this Article and Annex B, manufacturing processes in which mercury or mercury compounds are used shall not include processes using mercury-added products, processes for manufacturing mercury-added products or processes that process mercury-containing waste.

2. Each Party shall not allow, by taking appropriate measures, the use of mercury or mercury compounds in the manufacturing processes listed in Part I of Annex B after the phase-out date specified in that Annex for the individual processes, except where the Party has a registered exemption pursuant to Article 6.

Annex B

Manufacturing processes in which mercury or mercury compounds are used

Part I: Processes subject to Article 5, paragraph 2

<table>
<thead>
<tr>
<th>Manufacturing processes using mercury or mercury compounds</th>
<th>Phase-out date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chlor-alkali production</td>
<td>2025</td>
</tr>
<tr>
<td>Acetaldehyde production in which mercury or mercury compounds are used as a catalyst</td>
<td>2018</td>
</tr>
</tbody>
</table>

Part II: Processes subject to Article 5, paragraph 3

<table>
<thead>
<tr>
<th>Mercury using process</th>
<th>Provisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vinyl chloride monomer production</td>
<td>Measures to be taken by the Parties shall include but not be limited to:</td>
</tr>
<tr>
<td>(i) Reduce the use of mercury in terms of per unit production by 50 per cent by the year 2020 against 2010 use;</td>
<td></td>
</tr>
<tr>
<td>(ii) Promoting measures to reduce the reliance on mercury from primary mining;</td>
<td></td>
</tr>
</tbody>
</table>
Article 5: Manufacturing Processes

5.1. Are there facilities within the territory of the party that use mercury or mercury compounds for the processes listed in Annex B of the Minamata Convention in accordance with paragraph 5 of article 5 of the Convention? (Para. 5., Annex B)

- Yes
  - If "yes", please provide information on the measures taken to address emissions and releases of mercury or mercury compounds from such facilities
  - If available, please provide information on the number and type of facilities and the estimated annual amount of mercury or mercury compounds used in those facilities
  - Please provide information on how much mercury (in metric tons) is used in the processes listed in the two first entries of Part II of Annex B in the last year of the reporting period.

- No
  - Do not know (please explain)

If the party has determined that it has no facilities within its territory, the party would reply “no” and move to the next question.
Article 5: Manufacturing Processes

5.2. Are measures in place to not allow the use of mercury or mercury compounds in manufacturing processes listed in Part I of Annex B after the phase-out date specified in that Annex for the individual process? (Para. 2.)

- **Vinyl chloride monomer production**
  - □ Yes □ No □ Not applicable (do not have these facilities)
  - If yes, please provide information on these measures.

- **Sodium or potassium methyleate or ethylate**
  - □ Yes □ No □ Not applicable (do not have these facilities)
  - If yes, please provide information on these measures.

- **Production of polyurethane using mercury containing catalysts**
  - □ Yes □ No □ Not applicable (do not have these facilities)
  - If yes, please provide information on these measures.

If the party does not have chlor-alkali production facilities and/or acetaldehyde production facilities, the party would reply “not applicable” under the applicable subheading and move to the next question.
5.3. Are measures in place to restrict the use of mercury or mercury compounds in the processes listed in Part II of Annex B in accordance with the provisions set out therein? (Para. 3.)

- Vinyl chloride monomer production
  - Yes
  - No
  - Not applicable (do not have these facilities)
  
  If yes, please provide information on these measures.

- Sodium or potassium methylate or ethylate
  - Yes
  - No
  - Not applicable (do not have these facilities)
  
  If yes, please provide information on these measures.

- Production of polyurethane using mercury containing catalysts
  - Yes
  - No
  - Not applicable (do not have these facilities)
  
  If yes, please provide information on these measures.

If party does not have facilities that use mercury or mercury compounds in the processes listed in part II of annex B, the party would reply "not applicable" under the applicable subheading and move to the next question.
5.4. Is there any use of mercury or mercury compounds in a facility using the manufacturing processes listed in Annex B that did not exist prior to the date of entry into force of the Convention for the party? (Para. 6.)

☐ Yes  ☐ No

If yes, please explain the circumstances.

Article 5(6) requires a party to not allow the use of mercury or mercury compounds in a facility that did not exist prior to the date of entry into force of the Convention for it and that uses the manufacturing processes listed in annex B. This paragraph does not apply to any facility producing polyurethane using mercury-containing catalysts.

If the party does not have any such facility, it would reply “no”.
5.4. Is there any use of mercury or mercury compounds in a facility using the manufacturing processes listed in Annex B that did not exist prior to the date of entry into force of the Convention for the party? (Para. 6.)

- [ ] Yes
- [ ] No

If yes, please explain the circumstances.

Article 5(6) requires a party to not allow the use of mercury or mercury compounds in a facility that did not exist prior to the date of entry into force of the Convention for it and that uses the manufacturing processes listed in annex B. This paragraph does not apply to any facility producing polyurethane using mercury-containing catalysts.

If the party does not have any such facility, it would reply “no”.
Article 5: Manufacturing Processes

5.5. Is there any facility that has been developed using any other manufacturing process in which mercury or mercury compounds are intentionally used that did not exist prior to the date of entry into force of the Convention? (Para. 7.)

☐ Yes  □  No

If yes, please provide information on how the party tried to discourage this development or that the party has demonstrated the environmental and health benefits to the Conference of the Parties and that there are no technically and economically feasible mercury-free alternatives available providing such benefits.

Article 5.7 refers to the date of entry into force of the Convention, and **not to the date of entry into force of the Convention for the party**. The date of entry into force of the Convention was 16 August 2017. The term “**discourage**” is **not defined** in the Convention, but could include:

► measures ranging from a ban on mercury use in any industrial process
► making information available on, or providing incentives for the adoption of, alternate processes that do not use mercury or mercury compounds.
► Measures that the party may have taken in meeting this obligation could include provision of information on mercury-free alternatives (e.g. under articles 17 and 18 of the Convention).
Article 7: Artisanal and Small-scale Gold Mining
Article 7: ASGM and Annex C

► Applies to artisanal mining and processing and small scale of gold using mercury amalgamation to extract gold from the ore

► Parties must take steps to reduce, and if possible eliminate, the use of mercury and mercury compounds and resulting emissions and releases to the environment.

► Any Party that finds that these activities are “more than insignificant" notifies the Secretariat and:

► Develops and implements a national action plan (Annex C) Submits this plan to the Secretariat within three years Subsequently, every three years, it provides an account of progress and includes these reports in its Article 21 reports.
If the party does have ASGM, but has **not taken steps** to reduce and, where feasible, eliminate the use of mercury and mercury compounds in, and the emissions and releases to the environment of mercury from, such mining and processing, it would reply “no” and might wish to provide, in part C information on:

- The reasons it has not taken any steps;
- When it anticipates taking steps.
7.1. Have steps been taken to reduce, and where feasible eliminate, the use of mercury and mercury compounds in, and the emissions and releases to the environment of mercury from, artisanal and small-scale gold mining and processing subject to article 7 within your territory? (Para. 2.)

- Yes
- No

If yes, please provide information on the steps.

If the party does not have artisanal and small-scale gold mining and processing using mercury amalgamation to extract gold from ore, check “there is no ...” and move to question 7.5.

If the party does have ASGM and it has taken steps to reduce and, where feasible, eliminate the use of mercury and mercury compounds in, and the emissions and releases to the environment of mercury from, such mining and processing, the party would reply “yes” and provide information such as:

- The steps the party has taken;
- The date(s) on which the steps were taken;
- The effectiveness of the steps.
7.2. Has the party determined and notified the secretariat that artisanal and small-scale gold mining and processing within its territory is more than insignificant?

☐ Yes  ☐ No (If no, please proceed to article 8 on emissions)

- If the party has determined that ASGM and processing within its territory is not more than insignificant, it would reply “no” and might wish to move to question 7.5.

- If the party has not determined whether or not artisanal and small-scale gold mining and processing within its territory is not more than insignificant, it would reply “no” and might wish to move to question 7.5.
Article 7: ASGM and Annex C

7.3. Has the party developed and implemented a national action plan and submitted it to the secretariat? (Para. 3 (a), para. 3 (b.))

☐ Yes ☐ No ☐ In progress

If the party has **developed and is implementing** a national action plan, reply “yes”.

If the party has not developed a national action plan, reply “no”.

If the party is either **still developing** the national action plan or **has completed it but is not yet implementing** it, or has not submitted the national action plan to the secretariat, reply “in progress”.

Article 7: ASGM and Annex C

7.4. Attach your most recent review that must be completed under paragraph 3 (c) of article 7, unless it is not yet due (Para. 3 (c.).)

This question applies only to a party that has replied “yes” to question 7.3. Article 7.3(c) to provide a review every three years of its progress in meeting its obligations under Article 7.

If such a review by the party is due and has been completed, the party would either:
- Attach the review; or
- Indicate where it is available online.

If such a review by the party is due but has not been completed, the party may wish to provide a timetable for the completion of the review and an explanation in part C and part E.
7.5. Supplemental: Has the party cooperated with other countries or relevant intergovernmental organizations or other entities to achieve the objective of this article? (Para. 4.)

If the party has not cooperated with other countries, relevant intergovernmental organizations or other entities to achieve the objective of article 7, reply “no”.

If the party has participated in any bilateral or regional cooperation, or any projects undertaken in cooperation with, or with support from, intergovernmental organizations (e.g., UNEP, UNIDO, UNDP, UNITAR, WB, etc. to achieve the objective of article 7, reply “yes” and might wish to provide information, including:

- Attach the review; or
- Indicate where it is available online.
- The nature of the cooperation, support or project;
- With whom the party cooperated;
- The date of cooperation;
- Whether the result of the cooperation is available online and where it can be accessed (if not available online, the party may wish to attach any available information).
Role of the National Focal Point
Each Party shall designate a **national focal point** for the exchange of information under this Convention, including with regard to the consent of importing **Parties** under Article 3.
National Focal Points webpage

The form and the sample letter for the designation of National Focal Points are available on the website.

Information of the designated National Focal Points can be found in the drop-down menu.
This form should be completed and returned under cover of the official nomination letter from:

(i) the Government official contact point to the UN Environment Programme,
(ii) the Ministry of Foreign Affairs or
(iii) the Permanent Mission to the UN in Geneva or to the UN Environment Programme to the attention of:

The Executive Secretary
Secretariat of the Minamata Convention on Mercury
United Nations Environment Programme
Postal address: Avenue de la Paix 8-14, 1211 Geneva 10, Switzerland
E-mail: mea-minamatasecretariat@un.org

► Kindly note that self-nominations can not be considered.

► Should you have any questions on the designation of NFP, please contact us at mea-minamatasecretariat@un.org
Important

Remember to complete your Full National Report by 31 December 2021

Reporting on measures to be taken to implement the provisions of the Convention, including on the effectiveness of such measures and the challenges encountered, is an obligation of every Party under Article 21.
Full Reporting Format: Reporting Guidance, and COP-adopted Guidance and Forms

The online reporting tool will include links to the draft reporting guidance.

Relevant forms and guidance documents for completing the reports are available on our website.
More information to support Parties:
Minamata Online 2

7 Sep: Getting prepared for Full National Reports

14 + 16 Sep: Reporting guidance and online reporting tool: Part I + II

22 Nov: 40 Days to go on National Reports: Check-in on any questions
### STREAMS

Implementation review and support
- Mercury science
- COP-4 briefing

In the run-up to the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (COP-4), that will convene in two segments — COP-4.1 online and COP-4.2 in-person — the second season of Minamata Online provides an opportunity to better understand the policy and scientific aspects of the Convention.

Season 2 also responds to the valuable feedback from the over 1,700 participants that took part in last year’s presentations, Q&A sessions and panel discussions. Join us again, registration available at the Minamata Convention website:

[http://www.mercuryconvention.org](http://www.mercuryconvention.org)

---

<table>
<thead>
<tr>
<th>20/21 SEP</th>
<th>18 OCT</th>
<th>TUE 21 SEP</th>
<th>16-22 OCT (TBC)</th>
<th>MON 27 SEP</th>
<th>25-29 OCT (TBC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00-17:00</td>
<td>12:00-14:00</td>
<td>14:30-16:00</td>
<td>TIME: TBC</td>
<td>08:00-12:30</td>
<td>TIME: TBC</td>
</tr>
<tr>
<td>Briefings on documents tabled at COP-4.1</td>
<td>Global health risks of mercury in the context of global socio-environmental complexity</td>
<td>Global distribution of ASGM practices and emissions, with focus on Africa</td>
<td>Time: TBC</td>
<td>Regional Preparatory Meeting, Asia-Pacific (CLOSED)</td>
<td>Time: TBC</td>
</tr>
<tr>
<td>16:00-18:00</td>
<td>12:00-14:00</td>
<td>14:30-16:00</td>
<td>09:00-15:00</td>
<td>08:00-12:30</td>
<td>08:00-12:30</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>JULY</th>
<th>AUGUST</th>
<th>SEPTEMBER</th>
<th>OCTOBER</th>
<th>NOVEMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>15:30-17:00</td>
<td>11:00-12:30</td>
<td>12:00-14:00</td>
<td>11:00-15:30</td>
<td>11:00-15:30</td>
</tr>
<tr>
<td>Global change and biogeochemical mercury cycling</td>
<td>Mercury in the Southern Hemisphere</td>
<td>Information session on the proposals to amend Annex A and B of the Convention</td>
<td>Regional Preparatory Meeting: Africa (CLOSED)</td>
<td>Regional Preparatory Meeting: Latin America and the Caribbean (CLOSED)</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>1-5 NOV</th>
<th>17-21 JAN</th>
</tr>
</thead>
<tbody>
<tr>
<td>COP-4.1 ONLINE SEGMENT</td>
<td>TIME: TBC</td>
</tr>
<tr>
<td>Briefings on documents at COP-4.2</td>
<td>Online Regional Preparatory Meetings (CLOSED)</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>2-11 FEB</th>
<th>7 MAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time: TBC</td>
<td>Gender and mercury</td>
</tr>
</tbody>
</table>

---

All schedules are indicated in Geneva time

Last update: 7 September 2021
Thank you for your attention

Secretariat of the Minamata Convention on Mercury
United Nations Environment Programme

WEB: www.mercuryconvention.org
MAIL: MEA-MinamataSecretariat@un.org
TWITTER: @minamataMEA
#MakeMercuryHistory