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**Conference of the Parties to the  
Minamata Convention on Mercury  
Fourth meeting**

Online, 1–5 November 2021\*

Item 2 (a) of the provisional agenda\*\*

**Organizational matters: adoption of  
the agenda**

## **Annotated provisional agenda**

### **Note by the secretariat**

1. In the context of the coronavirus disease (COVID-19) pandemic, the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury is set to take place in two segments. The first segment will be held online from 1 to 5 November 2021. The Conference of the Parties will consider a draft decision to adjourn the meeting on 5 November 2021 and resume it in person in Bali, Indonesia, during the first quarter of 2022.
2. The annotated provisional agenda of the fourth meeting of the Conference of the Parties to the Minamata Convention is presented in annex I to the present note, and provides an overview of the agenda items to be considered during the first segment and the agenda items to be considered during the second segment, with a reference guide to the documents that have been prepared to facilitate their consideration by parties under each item of the provisional agenda.
3. Annex II provides the tentative schedule of work for the first segment, based on the agreement by the Bureau of the fourth meeting of the Conference of the Parties.<sup>1</sup> The tentative schedule of work for the second segment will be communicated in due course.
4. If additional or revised information is required in support of the second segment in 2022, the present note may be updated by the secretariat prior to that segment.
5. The present note is to be read in conjunction with the note on issues and information for the attention of the Conference of the Parties to the Minamata Convention at its fourth meeting (UNEP/MC/COP.4/2) and the list of documents for the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (UNEP/MC/COP.4/INF/1).

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\* The resumed fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury is to convene in person in Bali, Indonesia, and is tentatively scheduled for the first quarter of 2022.

\*\* UNEP/MC/COP.4/1.

<sup>1</sup> See the communication on the format of the fourth meeting of the Conference of the Parties to the Minamata Convention by the Executive Secretary dated 30 April 2021.

## Annex I

## I. Fourth meeting: first segment (COP.4-1), to be held online (1–5 November 2021)

| <i>Agenda item</i> | <i>Title of the agenda item and brief description</i>   | <i>Related documents and links to other relevant information</i>   |
|--------------------|---|--|
| <b>Item 1</b>      | <b><i>Opening of the meeting</i></b>  |  |
|                    | <p>The first segment of the fourth meeting will be held online from 1 to 5 November 2021. The first plenary session will be held on Monday, 1 November from 1 to 5.30 p.m.,<sup>1</sup> with a 30-minute break from 3 to 3.30 p.m. The next plenary sessions will be held on Wednesday, 3 November from 1 to 3 p.m. and on Friday, 5 November from 1 to 5.30 p.m., again with 30-minute breaks from 3 to 3.30 p.m.</p> <p>The President of the fourth meeting of the Conference of the Parties, Ms. Rosa Ratnawati (Indonesia), will preside over the meeting in accordance with the rules of procedure.</p> <p>Opening statements will be made by one or more representatives of UNEP, among others.</p>   | <ul style="list-style-type: none"> <li>• Issues and information for the attention of the Conference of the Parties to the Minamata Convention at its fourth meeting (UNEP/MC/COP.4/2)</li> <li>• List of documents for the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (UNEP/MC/COP.4/INF/1)</li> <li>• Meeting portal for the online segment of the fourth meeting of the Conference of the Parties to the Minamata Convention</li> <li>• <a href="#">Communication to all parties dated 30 April 2021 on the format of the fourth meeting, including the tentative schedule of work for the online segment</a></li> <li>• Tentative schedule of work for the online segment of the fourth meeting (annex II to the present document)</li> <li>• <a href="#">Rules of procedure for the Conference of the Parties to the Minamata Convention</a></li> </ul> |
| <b>Item 2</b>      | <b><i>Organizational matters</i></b>  |  |
|                    | <p>The fourth meeting of the Conference of the Parties to the Minamata Convention will be held in two segments:</p> <ul style="list-style-type: none"> <li>• Online segment, 1–5 November 2021</li> <li>• In-person segment, in Bali, Indonesia, the first quarter of 2022</li> </ul> <p>During the online segment, Parties will address a limited number of agenda items as set out below, with a view to adopting a decision on budget and a decision on the dates of the in-person meeting:</p> <ul style="list-style-type: none"> <li>• Item 6: programme of work and budget</li> <li>• Item 7: dates of the resumed fourth meeting of the Conference of the Parties</li> <li>• Item 4 (e) (i): matters for consideration or action by the Conference of the Parties: financial resources and mechanism: Global Environment Facility</li> <li>• Item 4 (h): matters for consideration or action by the Conference of the Parties: national reporting</li> <li>• Item 4 (i): matters for consideration or action by the Conference of the Parties: effectiveness evaluation</li> </ul> <p>The Conference of the Parties is expected to consider and/or resume consideration of all remaining agenda items of the meeting during the in-person segment.</p> |  |
| <i>(a)</i>         | <p><i>Adoption of the agenda</i></p> <p>The online segment of the Conference of the Parties is expected to adopt the provisional agenda set out in UNEP/MC/COP.4/1.</p>   | <ul style="list-style-type: none"> <li>• Provisional agenda (UNEP/MC/COP.4/1)</li> <li>• <a href="#">Rules of procedure for the Conference of the Parties to the Minamata Convention</a></li> </ul>  |
| <i>(b)</i>         | <i>Organization of work</i>   | <ul style="list-style-type: none"> <li>• Provisional agenda (UNEP/MC/COP.4/1)</li> <li>• <a href="#">Rules of procedure for the Conference of the Parties to the Minamata Convention</a></li> </ul>  |

<sup>1</sup> All times are shown in Central European Time (UTC + 1).

| Agenda item   | Title of the agenda item and brief description  | Related documents and links to other relevant information   |
|---------------|---|---|
|               | Under this item, the President will outline that a limited number of agenda items will be considered during the online segment, namely item 6 on the Convention's programme of work and budget for the 2022–2023 biennium, and four further time-sensitive items. The President will also refer to the tentative schedule of work for the online segment, as agreed by the Bureau of the fourth meeting of the Conference of the Parties and communicated to parties on 30 April 2021.  | <ul style="list-style-type: none"> <li>• <a href="#">Communication to all parties dated 30 April 2021 on the format of the fourth meeting, including the tentative schedule of work for the online segment</a></li> </ul>   |
| (d)           | <p><i>Report on the credentials of representatives to the fourth meeting of the Conference of the Parties</i></p> <p>Under this item, the secretariat will outline the agreement reached by the Bureau of the fourth meeting of the Conference of the Parties on the credentials for the online segment of the fourth meeting.</p> <p>The officers of the meeting will examine the credentials and submit their report thereon at the meeting.</p> <p>Credentials are required for participation in the online segment for the head of delegation, alternate representatives and advisers and should be issued either by the Head of State or Government or by the minister for foreign affairs, or, in the case of a regional economic integration organization, by the competent authority of that organization. Taking into consideration the exceptional circumstances of the online segment, electronic copies of credentials are to be submitted to the Executive Secretary no later than 6 p.m. on Tuesday, 2 November 2021. Information regarding any change in the composition of the delegation should be submitted using the same procedure.</p> | <ul style="list-style-type: none"> <li>• Provisional agenda (UNEP/MC/COP.4/1)</li> <li>• <a href="#">Communication to all parties dated 30 April 2021 on the format of the fourth meeting, including the tentative schedule of work for the online segment</a></li> </ul>   |
| <b>Item 4</b> | <b>Matters for consideration or action by the Conference of the Parties</b>   |   |
| (e) (i)       | <p><i>Financial resources and mechanism: Global Environment Facility</i></p> <p>Under this item, parties will be informed of the eighth replenishment of the Global Environment Facility trust fund, one component of the Convention's financial mechanism. Parties are invited to take the opportunity to make statements on the replenishment. Statements, as captured in the report of the Conference of the Parties in its fourth session, could help inform the replenishment planning discussions running from December 2021 to January 2022, including national processes related to the replenishment.</p>  | <ul style="list-style-type: none"> <li>• The eighth replenishment of the Global Environment Facility trust fund (UNEP/MC/COP.4/10)</li> <li>• The eighth replenishment of the Global Environment Facility trust fund: Draft programming directions and strategic positioning (UNEP/MC/COP.4/INF/8)</li> <li>• Global Environment Facility webpage: <a href="https://www.thegef.org/gef-8-replenishment">https://www.thegef.org/gef-8-replenishment</a></li> </ul> |
| (h)           | <p><i>National reporting</i></p> <p>Under this item, the secretariat will present the draft guidance for completing the full reporting format as requested by decision MC-3/13. The full national reports by parties are due by 31 December 2021, and this draft guidance is to support parties for the reporting cycle and in particular to clarify the information being sought in the national reporting format.</p>   | <ul style="list-style-type: none"> <li>• Draft guidance for completing the national reporting format for the Minamata Convention on Mercury (UNEP/MC/COP.4/17)</li> <li>• <a href="#">Decision MC-3/13</a></li> </ul>   |
| (i)           | <i>Effectiveness evaluation</i>   | <ul style="list-style-type: none"> <li>• Giving effect to article 22: effectiveness evaluation (UNEP/MC/COP.4/18)</li> </ul>  |

| <i>Agenda item</i> | <i>Title of the agenda item and brief description</i>   | <i>Related documents and links to other relevant information</i>   |
|--------------------|---|--|
|                    | <p>Under this item, the secretariat will present a number of documents, including on work requested by decision MC-3/10, in support of the deliberations by the Conference of the Parties to give effect to article 22, so as to put in place the arrangements to conduct an effectiveness evaluation.</p> <p>Furthermore, as there have been party-led consultations further to intersessional work on the effectiveness evaluation, this provides the opportunity for the Conference of the Parties to be informed of this initiative too.</p> <p>Considerations of the intersessional work and these party-led consultations will be opened during the in-person segment.</p>  | <ul style="list-style-type: none"> <li>• Indicators (UNEP/MC/COP.4/18/Add.1)</li> <li>• Compilation of views on the proposed indicators for evaluating the effectiveness of the Minamata Convention on Mercury (UNEP/MC/COP.4/INF/11)</li> <li>• Guidance on monitoring of mercury and mercury compounds to support the effectiveness evaluation of the Minamata Convention: executive summary (UNEP/MC/COP.4/18/Add.2)</li> <li>• Guidance on monitoring mercury and mercury compounds to support the effectiveness evaluation of the Minamata Convention (UNEP/MC/COP.4/INF/12)</li> <li>• Supplementary information: guidance on monitoring of mercury and mercury compounds to support the effectiveness evaluation of the Minamata Convention (UNEP/MC/COP.4/INF/25)</li> <li>• <a href="#">Decision MC-3/10</a></li> </ul> |
| <b>Item 6</b>      | <b>Programme of work and budget</b>   |  |
|                    | <p>The Conference of the Parties is expected to establish a contact group to review the draft programme of work and budget for the biennium 2022–2023 and the draft decision as submitted to the meeting and to prepare a draft decision for adoption at the online segment.</p> <p>The contact group will meet on Tuesday, 2 November from 1 to 5.30 p.m.; on Wednesday, 3 November from 3.30 to 5.30 p.m.; and on Thursday, 4 November from 1 to 5.30 p.m.</p> <p>In the period leading up to the online segment, an online forum on budget and information session(s) will have been organized by the secretariat to prepare for the consideration of the proposed programme of work and budget, and more specifically to provide opportunities for parties to review the budget proposal and for the secretariat to receive comments and clarify any questions parties may have.</p> <p>Owing to the extraordinary circumstances of the COVID-19 pandemic, the Conference of the Parties is to be held in two segments, which has an impact on the consideration process for the programme of work and budget.</p> <p>During the online segment, the Conference of the Parties will be invited to consider and approve the complete budget and programme of work for 2022. The approval of the budget will ensure that parties can in principle be notified of the amount of their 2022 contribution in 2021, and thus before the contribution deadline stipulated in the financial rules for the Conference of the Parties to the Minamata Convention on Mercury and any of its subsidiary bodies, as well as financial provisions governing the functioning of the secretariat. Furthermore, it will ensure the continued implementation of the Convention and operation of the secretariat in 2022. During the online segment, the Conference of the Parties may also decide on elements of the budget for 2023.</p> | <ul style="list-style-type: none"> <li>• Programme of work and budget: proposed operational budgets for the two funding scenarios for the biennium 2022–2023 (UNEP/MC/COP.4/24)</li> <li>• Programme of work and budget for the biennium 2022–2023: budget activity fact sheets (UNEP/MC/COP.4/INF/22)</li> <li>• Information on financial matters (UNEP/MC/COP.4/INF/21)</li> <li>• Online forum on budget available throughout September 2021</li> </ul>   |

| <i>Agenda item</i> | <i>Title of the agenda item and brief description</i>   | <i>Related documents and links to other relevant information</i>  |
|--------------------|---|---|
| <b>Item 7</b>      | <b><i>Dates of the resumed fourth meeting of the Conference of the Parties</i></b>  |   |
|                    | Under this item, the Conference of the Parties will consider a draft decision on the dates of the resumed fourth meeting that is to convene in person in Bali, Indonesia, and is tentatively scheduled for the first quarter of 2022. | Dates of the resumed fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (UNEP/MC/COP.4/25) |
| <b>Item 9</b>      | <b><i>Adoption of the report of the online segment of the fourth meeting</i></b>  |   |
|                    | Under this item, the Conference of the Parties will be invited to adopt the draft report of the first segment of the fourth meeting.  |   |
| <b>Item 10</b>     | <b><i>Closure of the meeting</i></b>  |   |
|                    | The fourth meeting is expected to be adjourned by 5.30 p.m. on Friday, 5 November 2021.   |   |

## II. Fourth meeting: second segment (COP.4-2), to be held in person (tentatively scheduled for the first quarter of 2022)<sup>2</sup>

| <i>Agenda</i> | <i>Title of the agenda item and brief description</i>  | <i>Related documents and links to other relevant information</i>   |
|---------------|--|--|
| <b>Item 1</b> | <b><i>Opening of the in-person segment</i></b>   |  |
|               | <p>The fourth meeting is set to resume in person in Bali, Indonesia, and is tentatively scheduled for the first quarter of 2022.</p> <p>The meeting will be opened on a Monday.</p> <p>The President of the fourth meeting of the Conference of the Parties, Ms. Rosa Ratnawati (Indonesia), will preside over the meeting in accordance with the rules of procedure.</p> <p>Opening statements will be made by one or more representatives of UNEP, among others.</p> | <ul style="list-style-type: none"> <li>• Issues and information for the attention of the Conference of the Parties to the Minamata Convention at its fourth meeting (UNEP/MC/COP.4/2)</li> <li>• List of documents for the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (UNEP/MC/COP.4/INF/1).</li> <li>• <a href="#">Communication to all parties dated 30 April 2021 on the format of the fourth meeting, including the tentative schedule of work for the online segment</a></li> <li>• Tentative schedule of work for the online segment of the fourth meeting (annex II to the present document)</li> <li>• <a href="#">Rules of procedure for the Conference of the Parties to the Minamata Convention</a></li> </ul> |
| <b>Item 2</b> | <b><i>Organizational matters</i></b>   |  |
|               | <p>The fourth meeting of the Conference of the Parties to the Minamata Convention set to be held in two segments:</p> <ul style="list-style-type: none"> <li>• Online segment, from 1 to 5 November 2021.</li> <li>• In-person segment, in Bali, Indonesia, during the first quarter of 2022.</li> </ul> <p>During the second segment, the Conference of the Parties will consider and/or resume consideration of all remaining agenda items.</p>                      |  |
| <i>(a)</i>    | <p><i>Adoption of the agenda</i></p> <p>The online segment of the Conference of the Parties is expected to have adopted the provisional agenda set out in UNEP/MC/COP.4/1. The second segment is expected to confirm that no further matters be added to the adopted agenda, including under item 8, on other matters.</p>   | <ul style="list-style-type: none"> <li>• Provisional agenda (UNEP/MC/COP.4/1)</li> <li>• <a href="#">Rules of procedure for the Conference of the Parties to the Minamata Convention</a></li> </ul>  |
| <i>(b)</i>    | <p><i>Organization of work</i></p> <p>Under this item, the President will reflect on the work of the Conference of the Parties during the first segment of the fourth meeting and outline the organisation of work for the second segment.</p>   | <ul style="list-style-type: none"> <li>• Provisional agenda (UNEP/MC/COP.4/1)</li> <li>• <a href="#">Rules of procedure for the Conference of the Parties to the Minamata Convention</a></li> </ul>  |
| <i>(c)</i>    | <p><i>Election of Officers</i></p> <p>The Conference of the Parties is expected to elect a President and nine Vice-Presidents to serve as its Bureau.</p>  | <ul style="list-style-type: none"> <li>• Election of officers (UNEP/MC/COP.4/1/Add.2)</li> <li>• <a href="#">Rules of procedure for the Conference of the Parties to the Minamata Convention</a></li> <li>• <a href="#">Rules of procedure for the Implementation and Compliance Committee</a></li> </ul>  |

<sup>2</sup> If additional or revised information is required in support of the in-person segment, the present document may be updated prior to that segment.

| <i>Agenda</i> | <i>Title of the agenda item and brief description</i>  | <i>Related documents and links to other relevant information</i>   |
|---------------|--|--|
|               | <p>The Conference of the Parties is expected to elect for two terms nine new members of the Implementation and Compliance Committee to replace those members whose period of office is about to expire.</p> <p>Furthermore, the Conference is also expected to confirm ten members of the Governing Board of the Specific International Programme to Support Capacity-Building and Technical Assistance based on the nominations received from the regions.</p> <p>In the run-up to the resumed meeting, parties are encouraged to engage in consultations in their regional groups and to submit their nominations for the officers of the meeting and members of the Governing Board to the secretariat prior to the meeting, and no later than the penultimate day of the in-person segment of the Conference of the Parties if possible, to enable their election.</p>   | <ul style="list-style-type: none"> <li>• <a href="#">Rules of procedure of the Governing Board of the Specific International Programme</a></li> </ul>  |
| (d)           | <p><i>Report on the credentials of representatives to the fourth meeting of the Conference of the Parties</i></p> <p>Under this item, the secretariat will outline the agreement reached by the Bureau of the fourth meeting of the Conference of the Parties on the credentials for the fourth meeting, and the second segment in particular.</p> <p>The officers of the meeting will examine the credentials and submit their report thereon at the meeting.</p> <p>Credentials are required for participation in the second segment for the head of delegation, alternate representatives and advisers and should be issued either by the Head of State or Government or by the Minister of Foreign Affairs, or, in the case of a regional economic integration organization, by the competent authority of that organization. Credentials are to be submitted to the Executive Secretary no later than 24 hours after the opening of the second segment. Information regarding any change in the composition of a delegation should be submitted using the same procedure.</p> | <ul style="list-style-type: none"> <li>• Provisional agenda (UNEP/MC/COP.4/1)</li> <li>• <a href="#">Communication to all parties dated 30 April 2021 on the format of the fourth meeting, including the tentative schedule of work for the online segment</a></li> </ul>                        |
| <b>Item 3</b> | <b><i>Rules of procedure for the Conference of the Parties: consideration of rule 45</i></b>   |  |
|               | Under this item, the Conference of the Parties may wish to consider the bracketed text in rule 45 of the rules of procedure adopted at its first meeting.  | Rules of procedure for the Conference of the Parties to the Minamata Convention on Mercury: consideration of rule 45 (UNEP/MC/COP.4/3)   |
| <b>Item 4</b> | <b><i>Matters for consideration or action by the Conference of the Parties</i></b>   |  |
| (a) (i)       | <p><i>Mercury-added products and manufacturing processes in which mercury or mercury compounds are used: review of annexes A and B</i></p> <p>Under this item, the secretariat will report on the intersessional work requested by the Conference of the Parties in its decision MC-3/1, including a report by an ad hoc group of experts on mercury-added products, processes that use mercury or mercury compounds and their alternatives, and information on measures taken by parties pursuant to paragraph 2 of article 4 of the Convention. The Conference may wish to</p>   | <ul style="list-style-type: none"> <li>• Review of annexes A and B (UNEP/MC/COP.4/4)</li> <li>• Review of annexes A and B, organized and enhanced compilation of information submitted from parties and stakeholders (UNEP/MC/COP.4/INF/3)</li> <li>• <a href="#">Decision MC-3/1</a></li> </ul> |

| Agenda    | Title of the agenda item and brief description   | Related documents and links to other relevant information  |
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|           | take into account the presented information in its review of annexes A and B to the Convention, pursuant to paragraph 9 of article 4 and paragraph 11 of article 5 of the Convention.  |  |
| (a) (ii)  | <p><i>Mercury-added products and manufacturing processes in which mercury or mercury compounds are used: information on dental amalgam</i></p> <p>Under this item, the secretariat will present the information submitted by parties and others on the measures they have taken to phase down the use of dental amalgam and on non-mercury alternatives to dental amalgam, pursuant to decision MC-3/2 of the Conference of the Parties. The Conference may wish to take note of the information presented and/or consider it, as appropriate.</p>   | <ul style="list-style-type: none"> <li>• Information on dental amalgam (UNEP/MC/COP.4/5)</li> <li>• Information on the implementation of any additional measures taken by parties and on non-mercury alternatives to dental amalgam (UNEP/MC/COP.4/INF/4)</li> <li>• Dental amalgam: information from the World Health Organization (UNEP/MC/COP.4/INF/26)</li> <li>• <a href="#">Decision: MC-3/2</a></li> </ul>  |
| (a) (iii) | <p><i>Mercury-added products and manufacturing processes in which mercury or mercury compounds are used: customs codes</i></p> <p>Under this item, the secretariat will present a draft guidance document to provide support to parties wishing to use customs codes for monitoring and controlling the import and export of mercury-added products pursuant to Article 4 of the Convention, developed as requested by the Conference of the Parties in its decision MC-3/3. The Conference may wish to note the work undertaken by the secretariat, invite parties to use the guidance in implementing the trade provisions of the Convention, and request the secretariat to keep the guidance under review and provide support to parties in using the guidance.</p>  | <ul style="list-style-type: none"> <li>• Customs codes (UNEP/MC/COP.4/27)</li> <li>• Customs codes (UNEP/MC/COP.4/INF/5)</li> <li>• <a href="#">Decision: MC-3/3</a></li> </ul>  |
| (a) (iv)  | <p><i>Mercury-added products and manufacturing processes in which mercury or mercury compounds are used: proposals for amendments to annexes A and B</i></p> <p>Under this item, the secretariat will present a note from the secretariat setting out the provisions for amendment, the proposals for amendment received and the process once an amendment to the Convention has been adopted, for the consideration of the Conference of the Parties. The three proposals received are presented in addenda to this note.</p>   | <ul style="list-style-type: none"> <li>• Proposals for amendments to annexes A and B to the Minamata Convention on Mercury (UNEP/MC/COP.4/26)</li> <li>• Proposal by the European Union to amend part I of annex A, part II of annex A and part I of annex B to the Minamata Convention on Mercury (UNEP/MC/COP.4/26/Add.1)</li> <li>• Proposal by the Africa region to amend parts I and II of annex A to the Minamata Convention on Mercury (UNEP/MC/COP.4/26/Add.2)</li> <li>• Proposal by Canada and Switzerland to amend part I and annex A to the Minamata Convention on Mercury (UNEP/MC/COP.4/26/Add.3)</li> </ul> |
| (b)       | <p><i>Artisanal and small-scale gold mining</i></p> <p>Under this item, the secretariat will present a draft update to the guidance document for the preparation of a national action plan to reduce and, where feasible, eliminate mercury use in artisanal and small-scale gold mining. The Conference of the Parties in its decision MC-1/13 agreed to the use of that guidance. The draft update addresses two matters. Firstly, it provides an update on the recommendations by the World Health Organization on matters related to the protection of human health. Secondly, it responds to the request from the Conference in its decision MC-3/5 to improve the guidance regarding the management of tailings from artisanal and small-scale gold mining. The Conference may wish to review the proposed changes</p> | <ul style="list-style-type: none"> <li>• Article 7: Artisanal and small-scale gold mining: Update to the guidance document for the preparation of a national action plan to reduce and, where feasible, eliminate mercury use in artisanal and small-scale gold mining (UNEP/MC/COP.4/6)</li> <li>• Guidance document on the management of artisanal and small-scale gold mining tailings (UNEP/MC/COP.4/INF/6)</li> <li>• <a href="#">Webpage</a> on notifications received</li> <li>• <a href="#">Webpage</a> on national action plans received</li> <li>• <a href="#">Decision: MC-3/5</a></li> </ul>                   |

| <i>Agenda</i> | <i>Title of the agenda item and brief description</i>   | <i>Related documents and links to other relevant information</i>  |
|---------------|---|---|
|               | to the guidance, adopt the revised guidance and agree to its use by parties. The Conference may also wish to consider how it will review the information on measures taken by parties pursuant to article 7, including the submission of national action plans, when it receives such information as part of reporting under article 21.  |   |
| (c)           | <p><i>Releases of mercury</i></p> <p>Under this item, the secretariat will present the report on the intersessional work requested by the Conference of the Parties in its decision MC-3/4. The Conference may wish to:</p> <ul style="list-style-type: none"> <li>• take note of the report of the group of technical experts;</li> <li>• consider adopting the draft guidance on the methodology for preparing inventories of releases;</li> <li>• consider requesting the group of technical experts to develop draft guidance on best available techniques and best environmental practices to control releases from relevant sources in line with the road map set out in the report; and</li> <li>• consider its decision.</li> </ul>   | <ul style="list-style-type: none"> <li>• Report on the intersessional work on mercury releases (UNEP/MC/COP.4/7)</li> <li>• <a href="#">Decision: MC-3/4</a></li> </ul>   |
| (d)           | <p><i>Mercury waste: consideration of the relevant thresholds</i></p> <p>Under this item, the secretariat will present the report on the intersessional work requested by the Conference of the Parties in its decision MC-3/5. The Conference may wish to:</p> <ul style="list-style-type: none"> <li>• take note of the work done by the group of technical experts and the secretariat;</li> <li>• consider the recommendations in relation to threshold options, tailings from artisanal and small-scale gold mining and mine tailings;</li> <li>• note the lack of agreement on the thresholds for waste contaminated with mercury or mercury compounds, and the two alternative approaches that have been presented;</li> <li>• decide either to adopt one or the other of the approaches, or any mix thereof;</li> <li>• consider its decision.</li> </ul> | <ul style="list-style-type: none"> <li>• Report on the intersessional work on mercury waste (UNEP/MC/COP.4/8)</li> <li>• <a href="#">Decision: MC-3/5</a></li> <li>• Basel Convention technical guidelines on the environmentally sound management of wastes consisting of, containing or contaminated with mercury or mercury compounds (UNEP/MC/COP.4/INF/24)</li> <li>• Report on intersessional work on mercury waste: additional technical information (UNEP/MC/COP.4/INF/27)</li> </ul>   |
| (e) (i)       | <p><i>Financial resources and mechanism: Global Environment Facility</i></p> <p>Under this item, the secretariat will present an update on matters related to the Global Environment Facility, which includes information on programming on mercury, responsiveness to guidance, monitoring and evaluation, and cooperation between the secretariat of the Global Environment Facility and the secretariat of the Minamata Convention. The executive summary of the report of the Council of the Global Environment Facility to the Conference of the Parties to the Minamata Convention at its fourth meeting is provided in an addendum to the update, and the full report of the Council is available as an information document. The secretariat will additionally present updated information on the eighth replenishment of</p>                             | <ul style="list-style-type: none"> <li>• Update on matters related to the Global Environment Facility (UNEP/MC/COP.4/9)</li> <li>• Executive summary of the report of the Council of the Global Environment Facility to the Conference of the Parties to the Minamata Convention on Mercury at its fourth meeting (UNEP/MC/COP.4/9/Add.1)</li> <li>• The eighth replenishment of the Global Environment Facility trust fund (UNEP/MC/COP.4/10)</li> <li>• Report of the Global Environment Facility to the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (UNEP/MC/COP.4/INF/7)</li> </ul> |

| <i>Agenda</i>    | <i>Title of the agenda item and brief description</i>  | <i>Related documents and links to other relevant information</i>  |
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|                  | resources for the Global Environment Facility trust fund. The Conference of the Parties may wish to take note of the information set forth in those documents.   | <ul style="list-style-type: none"> <li>• The eighth replenishment of the Global Environment Facility trust fund: Draft Programming Directions and Strategic Positioning (UNEP/MC/COP.4/10/INF/8)</li> </ul>   |
| <i>(e) (ii)</i>  | <p><i>Financial resources and mechanism: Specific International Programme</i></p> <p>Under this item, the secretariat will present the overall report on the Specific International Programme to Support Capacity-Building and Technical Assistance. The report includes information on support provided by the secretariat to the Programme, membership and work of the Governing Board, the third round of applications to the Programme, the status of the Specific Trust Fund, and the status of implementation of projects funded in the first round and second round of applications.</p> <p>The report by the Governing Board, including decisions taken on the third round of applications to the programme, will also be presented.</p> <p>Under this item, the report by the Executive Director of UNEP on strengthening the Specific International Programme will also be presented.</p> <p>The Conference of the Parties may wish to take note of the information provided in the reports.</p> | <ul style="list-style-type: none"> <li>• Overall report on the Specific International Programme to Support Capacity-Building and Technical Assistance (UNEP/MC/COP.4/11)</li> <li>• Governing Board of the Specific International Programme to Support Capacity-Building and Technical Assistance (UNEP/MC/COP.4/11/Add.1)</li> <li>• Application guidelines for the third round of applications to the Specific International Programme to Support Capacity-Building and Technical Assistance (UNEP/MC/COP.4/INF/9)</li> <li>• Executive Director's report on strengthening the Specific International Programme to Support Capacity-Building and Technical Assistance of the Minamata Convention on Mercury (article 13) (UNEP/MC/COP.4/13)</li> <li>• <a href="#">Webpage on the Specific International Programme</a></li> </ul> |
| <i>(e) (iii)</i> | <p><i>Financial resources and mechanism: review of the Financial Mechanism</i></p> <p>Under this item, the secretariat will present a note on the second review of the financial mechanism. The note provides overall considerations with respect to the second review, and considerations with respect to the timing of the second review. The Conference of the Parties is invited to consider a draft decision including draft terms of reference for the second review.</p>  | <ul style="list-style-type: none"> <li>• Review of the financial mechanism (UNEP/MC/COP.4/12)</li> <li>• <a href="#">Decision: MC-3/7</a></li> </ul>  |
| <i>(f)</i>       | <p><i>Capacity-building, technical assistance and technology transfer</i></p> <p>Under this item, the secretariat will present a note on the capacity-building and technical assistance programme of the Minamata Convention, including a summary of submissions received, which are reproduced in full in the related information document. The note also provides information on capacity-building and technical assistance activities of the secretariat. The Conference of the Parties may wish to take note of the information provided in the documents and consider the action proposed in document UNEP/MC/COP.4/14.</p>   | <ul style="list-style-type: none"> <li>• Capacity-building and technical assistance programme of the Minamata Convention on Mercury (UNEP/MC/COP.4/14)</li> <li>• Compilation of submissions on capacity-building, technical assistance and technology transfer (UNEP/MC/COP.4/INF/23)</li> <li>• <a href="#">Decision: MC-3/8</a></li> </ul>   |
| <i>(g)</i>       | <p><i>Implementation and Compliance Committee</i></p> <p>Under this item, the Vice-Chair and Rapporteur of the Committee will present the report of the third meeting of the Implementation and Compliance Committee, held online on 7 and 8 June 2021. The focus of the Committee's work was the review of the first short national reports received pursuant to article 21 of the Convention. The Conference of the Parties may wish to consider the recommendations of the Committee contained in the report prepared by the secretariat on the matter.</p>   | <ul style="list-style-type: none"> <li>• Report on the work of the Implementation and Compliance Committee of the Minamata Convention on Mercury (UNEP/MC/COP.4/15)</li> <li>• <a href="#">Webpage on the Implementation and Compliance Committee</a></li> </ul>  |

| <i>Agenda</i> | <i>Title of the agenda item and brief description</i>  | <i>Related documents and links to other relevant information</i>  |
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| <i>(h)</i>    | <p><i>National reporting</i></p> <p>Under this item, the secretariat will present a note on the first short national reports submitted by parties to the secretariat pursuant to article 21 of the Convention and in accordance with the format and timing agreed upon by the Conference of the Parties in its decision MC-1/8. The short national reports cover four questions (as marked by * in the full format report), including parts C, D, and E, as provided in the annex to decision MC-1/8. The short national report was due on 31 December 2019. The note discusses the reporting performance, information contained in the short national reports and the overall comments by the secretariat on the responses in the first short national reports.</p> <p>The Conference of the Parties is invited to note the overview provided by the secretariat of the short national reports submitted for the first reporting period, and to consider (i) clarifying the issues set out in paragraphs 34 and 41 of the note, (ii) identifying ways of improving the provision of consent forms and supporting information requested under question 3.5, and (iii) adopting a decision prepared by the secretariat along the lines set out in annex I to the note.</p> <p>Furthermore, the secretariat will also present the revised draft guidance for completing the national reporting format that the it was requested to draft to clarify the information being sought, for consideration by the Conference of the Parties for adoption.</p> | <ul style="list-style-type: none"> <li>• National reporting (UNEP/MC/COP.4/16)</li> <li>• <a href="#">Webpage on national reporting</a></li> <li>• Draft guidance on completing the national reporting format for the Minamata Convention on Mercury (UNEP/MC/COP.4/17)</li> <li>• <a href="#">Decision MC-3/13</a></li> </ul>  |
| <i>(i)</i>    | <p><i>Effectiveness evaluation</i></p> <p>Under this item, the secretariat will present a number of documents, including on work requested by decision MC-3/10, in support of the deliberations by the Conference of the Parties to give full effect to article 22 of the Convention and put in place the arrangements to conduct an effectiveness evaluation.</p> <p>Furthermore, as there have been party-led initiatives in tandem with intersessional work on the effectiveness evaluation, any other pertinent information may be considered and deliberated on with a view to the Conference concluding on how to proceed on the effectiveness evaluation of the Convention.</p>   | <ul style="list-style-type: none"> <li>• Giving effect to article 22: effectiveness evaluation (UNEP/MC/COP.4/18)</li> <li>• Indicators (UNEP/MC/COP.4/18/Add.1)</li> <li>• Compilation of views on the proposed indicators for evaluating the effectiveness of the Minamata Convention on Mercury (UNEP/MC/COP.4/INF/11)</li> <li>• Guidance on monitoring of mercury and mercury compounds to support the effectiveness evaluation of the Minamata Convention: executive summary (UNEP/MC/COP.4/18/Add.2)</li> <li>• Guidance on monitoring mercury and mercury compounds to support the evaluation of the effectiveness of the Minamata Convention (UNEP/MC/COP.4/INF/12)</li> <li>• Supplementary information: Guidance on monitoring of mercury and mercury compounds to support the effectiveness evaluation of the Minamata Convention (UNEP/MC/COP.4/INF/25)</li> <li>• <a href="#">Decision MC-3/10</a></li> </ul> |
| <i>(j)</i>    | <p><i>Secretariat</i></p> <p>Under this item, the secretariat will a report on the implementation of decision MC-3/11, on enhanced cooperation with the secretariat of the Basel, Rotterdam and Stockholm conventions.</p>   | <ul style="list-style-type: none"> <li>• Report on the implementation of decision MC-3/11 on enhanced cooperation between the secretariat of the Minamata Convention and the secretariat of the Basel, Rotterdam and Stockholm conventions (UNEP/MC/COP.4/20)</li> <li>• <a href="#">Decision MC-3/11</a></li> </ul>  |

| <i>Agenda</i> | <i>Title of the agenda item and brief description</i>   | <i>Related documents and links to other relevant information</i>   |
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| <i>(k)</i>    | <p><i>Financial rules</i></p> <p>Under this item, the secretariat will present the financial rules for the Conference of the Parties to the Minamata Convention on Mercury, its subsidiary bodies and the secretariat of the Convention for the parties to agree on and remove the bracketed text.</p>  | <ul style="list-style-type: none"> <li>• Financial rules for the Conference of the Parties to the Minamata Convention on Mercury, its subsidiary bodies and the secretariat of the Convention (UNEP/MC/COP.4/21)</li> </ul>  |
| <i>(l)</i>    | <p><i>Gender</i></p> <p>Under this item, the secretariat will present a document providing an update on the progress made by the secretariat in mainstreaming gender within the activities carried out under the Convention as well as a draft decision on the matter.</p>  | <ul style="list-style-type: none"> <li>• Mainstreaming gender (UNEP/MC/COP.4/22)</li> </ul>  |
| <b>Item 5</b> | <b><i>International cooperation and coordination</i></b>  |  |
|               | <p>Under this item, the secretariat will present a note providing information on activities undertaken by the secretariat to cooperate and coordinate, as appropriate, with other entities, particularly in the chemicals and waste cluster.</p> <p>Information will be provided by various organisations and bodies regarding activities carried out under their respective mandates which are relevant to the Convention.</p> | <ul style="list-style-type: none"> <li>• International cooperation and coordination (UNEP/MC/COP.4/23)</li> <li>• Joint study by the secretariats of the Minamata Convention on Mercury and of the Basel, Rotterdam and Stockholm conventions entitled “Interlinkages between the chemicals and waste multilateral environmental agreements and biodiversity” (UNEP/ MC/COP.4/INF/13)</li> <li>• Joint study by the secretariats of the Minamata Convention on Mercury and of the Basel, Rotterdam and Stockholm conventions entitled “Chemicals, wastes and climate change interlinkages and potential for coordinated action” (UNEP/ MC/COP.4/INF/14)</li> <li>• Report of the Executive Director of the United Nations Environment Programme to the Conference of the Parties to the Minamata Convention on Mercury at its fourth meeting (UNEP/ MC/COP.4/INF/15)</li> <li>• Report on activities undertaken within the Global Mercury Partnership of the United Nations Environment Programme (UNEP/ MC/COP.4/INF/16)</li> <li>• Joint report on cooperation and coordination between the secretariats of the Minamata Convention on Mercury and of the Basel, Rotterdam and Stockholm conventions (UNEP/MC/COP.4/INF/17)</li> <li>• Report on cooperative activities with the World Health Organization and the International Labour Organization (UNEP/MC/COP.4/INF/18)</li> <li>• Report on the activities on mercury of relevant international bodies (UNEP/MC/COP.4/INF/19)</li> <li>• Update on the Strategic Approach to International Chemicals Management and the intersessional process considering the strategic approach and the sound management of chemicals and waste beyond 2020 (UNEP/MC/COP.4/INF/20)</li> </ul> |

| <i>Agenda</i>  | <i>Title of the agenda item and brief description</i>   | <i>Related documents and links to other relevant information</i>   |
|----------------|---|--|
| <b>Item 6</b>  | <b>Programme of work and budget</b>   |  |
|                | <p>Following the online segment, the secretariat will prepare and submit an updated presentation of the programme of work and budget for the biennium 2022–2023, taking into account budget-related decisions taken by the Conference of the Parties during the online segment of the fourth meeting.</p> <p>It is foreseen that at the in-person segment of the meeting the Conference of the Parties will consider and adopt the completed budget for 2023, taking into account resources required for intersessional work as may be approved by the Conference of the Parties at that time. Once the in-person segment of the Conference of the Parties has decided on the completed 2023 budget, the full budget for the biennium 2022-2023 will be considered as approved.</p> | <ul style="list-style-type: none"> <li>• Programme of work and budget: proposed operational budgets for the two funding scenarios for the biennium 2022–2023 (UNEP/MC/COP.4/24)</li> <li>• Programme of work and budget for the biennium 2022–2023: budget activity fact sheets (UNEP/MC/COP.4/INF/22)</li> <li>• Information on financial matters (UNEP/MC/COP.4/INF/21)</li> </ul> |
| <b>Item 7</b>  | <b>Dates and venue of the fifth meeting of the Conference of the Parties</b>  |  |
|                | <p>Information will be provided regarding the proposed venue(s) for the fifth meeting of the Conference of the Parties to the Minamata Convention, to be held in 2023. The Conference of the Parties may wish to adopt a decision on this matter.</p> <p>The dates and venue of the fifth meeting of the Conference of the Parties are expected to be captured in the report of the meeting.</p>  | <p>No draft decision is planned (the dates and venue will be included in the report of the meeting)</p>  |
| <b>Item 8</b>  | <b>Other matters</b>  |  |
|                | <p>The Conference of the Parties is expected to discuss any additional issues that may have been raised during the adoption of the agenda.</p>  |  |
| <b>Item 9</b>  | <b>Adoption of the report</b>   |  |
|                | <p>The Conference of the Parties is expected to adopt the draft report of the meeting.</p>  |  |
| <b>Item 10</b> | <b>Closure of the meeting</b>   |  |
|                | <p>The meeting is expected to be closed by 6 p.m. on the Friday of the week during which it is held.</p>  |  |

## Annex II

Fourth meeting: first segment (COP.4-1): Tentative schedule of work<sup>1</sup>

| COP.4.1        | Monday, 1 Nov.   | Tuesday, 2 Nov.  | Wednesday, 3 Nov.  | Thursday, 4 Nov.                                       | Friday, 5 Nov.  |
|----------------|--|--|--|--|---|
| 1–3 p.m.       | <b>Item 1: Opening of the meeting</b><br><b>Item 2: Organizational matters</b><br>(a) Adoption of the agenda<br>(b) Organization of work<br>(d) Report on the credentials of representatives to the fourth meeting of the Conference of the Parties<br><b>Item 6: Programme of work and budget</b>   | Contact group on programme of work and budget (closed) | <i>Consideration of the outcome of the contact group on programme of work and budget</i><br><b>Item 4: Matters for consideration or action by the Conference of the Parties</b><br>(h) National reporting<br>(e) Financial resources and mechanisms<br>(i) Global Environment Facility | Contact group on programme of work and budget (closed) | <i>Consideration of the outcome of the contact group on programme of work and budget</i><br><b>Item 6: Programme of work and budget (cont.)</b><br><i>Draft decision on programme of work and budget</i><br><b>Item 7: Dates of the resumed fourth meeting of the Conference of the Parties; venue and dates of the fifth meeting of the Conference of the Parties</b><br><i>Draft decision on dates of the resumed meeting</i> |
| 3–3.30 p.m.    | <i>Break</i>   | <i>Break</i>   | <i>Break</i>   | <i>Break</i>   | <i>Break</i>  |
| 3.30–5.30 p.m. | <b>Item 7: Dates of the resumed fourth meeting of the Conference of the Parties; venue and dates of the fifth meeting of the Conference of the Parties</b><br><i>Only the dates of the resumed fourth meeting are to be considered.</i><br><b>Item 4: Matters for consideration or action by the Conference of the Parties</b><br>(i) Effectiveness evaluation | Contact group on programme of work and budget (closed) | Contact group on programme of work and budget (closed)   | Contact group on programme of work and budget (closed) | <b>Item 9: Adoption of the report of the meeting</b><br><b>Item 10: Closure of the meeting</b><br>Adjournment of the meeting until the second segment   |

<sup>1</sup> Based on the agreement by the Bureau of the fourth meeting of the Conference of the Parties. All times are shown in Central European Time (UTC + 1).