



**United Nations  
Environment  
Programme**

Distr.: General  
20 June 2013

Original: English

**Preparatory meeting for the  
Conference of Plenipotentiaries  
on the Minamata Convention on Mercury  
Kumamoto, Japan, 7 and 8 October 2013**

**Annotations to the provisional agenda**

**Item 1**

**Opening of the meeting**

1. The preparatory meeting for the Conference of Plenipotentiaries on the Minamata Convention on Mercury, to be held at Hotel Nikko Kumamoto in Kumamoto, Japan, will be opened at 3 p.m. on Monday, 7 October 2013.
2. The Executive Director of the United Nations Environment Programme (UNEP) or, in his absence, his representative, will preside in his capacity as Secretary-General of the meeting, until the meeting has elected a Chair.

**Item 2**

**Organizational matters**

**(a) Adoption of the rules of procedure**

3. The meeting has before it the rules of procedure for meetings of the Intergovernmental Negotiating Committee to prepare a global legally binding instrument on mercury as contained in document [UNEP\(DTIE\)/Hg/CONF/PM/INF/1](#). The meeting may wish to decide to apply the rules of procedure of the Intergovernmental Negotiating Committee, mutatis mutandis, to its proceedings.

**(b) Election of officers**

4. Subject to the rules of procedure, the meeting will elect its Bureau to serve for the duration of the session, consisting of the following officers:

- (a) Chair;
- (b) Nine Vice-Chairs, one of whom shall act as Rapporteur.

5. The meeting may wish to elect the same officers as for the Intergovernmental Negotiating Committee.

6. Upon his/her election, the Chair shall preside in accordance with the rules of procedure.

**(c) Adoption of the agenda**

7. Subject to the rules of procedure, the meeting may wish to adopt the agenda for the session on the basis of the provisional agenda (UNEP(DTIE)/Hg/CONF/PM/1).

**(d) Organization of work**

8. The meeting may wish to meet in plenary from 3 p.m. to 6 p.m. on the first day of the session, and from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m. on the second day of the session, subject to adjustment as necessary. The meeting must complete its work by 6 p.m. on the second day to allow sufficient time for the preparation of documents for the consideration of the Conference of Plenipotentiaries.

9. During the session, the meeting may wish to establish contact groups and other in-session working groups, including drafting groups, as it deems necessary and to specify their mandates.

**Item 3**

**Preparation of resolutions for the Conference of Plenipotentiaries**

10. The meeting will have before it a document on draft resolutions for consideration by the Conference of Plenipotentiaries (UNEP(DTIE)/Hg/CONF/PM/3), prepared by the secretariat as requested at the fifth session of the Intergovernmental Negotiating Committee. The draft resolutions are based on those tabled by the secretariat at that session, amended as requested by the Committee to reflect the discussions at the session. The draft resolutions include a tribute to the Government of Japan.

11. Upon the request of the UNEP Governing Council at its twenty-seventh session, held in Nairobi from 18 to 22 February 2013, and the ordinary and extraordinary meetings of the conferences of the parties to the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal, the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade and the Stockholm Convention on Persistent Organic Pollutants, held in Geneva from 28 April to 10 May 2013, additional documents are also available to the meeting as information documents. Such documents include a document to inform the Diplomatic Conference of the Minamata Convention on Mercury about possible options for the interim secretariat. Another sets out the outcomes of a country-led meeting of Governments and regional economic integration organizations, open to interested stakeholders, including potential donors, the private sector, civil society, UNEP, the Global Environment Facility and other relevant intergovernmental organizations and international financial institutions, the secretariat of the Basel, Rotterdam and Stockholm conventions and the secretariat of the Strategic Approach to International Chemicals Management (SAICM), to further develop terms of reference for a special programme, funded by voluntary contributions, to support institutional strengthening at the national level for implementation of the Basel, Rotterdam and Stockholm conventions, the future Minamata Convention on Mercury and SAICM. An information document setting out the outcomes of consideration by the parties to the Basel, Rotterdam and Stockholm conventions of steps that would facilitate possible future cooperation and coordination with the Minamata Convention on Mercury is also available.

12. The Chair will invite the secretariat to present the draft resolutions to the meeting. On that basis, the meeting may wish to agree on the draft resolutions, amended as appropriate, for their submission to the Conference of Plenipotentiaries for its consideration.

**Item 4**

**Adoption of the report**

13. The meeting will adopt the report of the meeting, including the draft resolutions proposed for adoption, amended as appropriate, for submission to the Conference of Plenipotentiaries or otherwise agree on a procedure for making its conclusions known to the Conference.

**Item 5**

**Closure of the meeting**

14. After the customary exchange of courtesies, it is expected that the meeting will conclude its work by 6 p.m. on Tuesday, 8 October 2013.

---