Report on the main activities of the secretariat in the intersessional period

Note by the secretariat

I. Introduction

1. The present report summarizes the major activities undertaken by the secretariat of the Minamata Convention on Mercury during the intersessional period since the second meeting of the Conference of the Parties, held in Geneva in November 2018. The report provides an update on work undertaken by the secretariat in relation to conferences and meetings and on the successful efforts to implement the secretariat’s programme of work. It gives an overview of preparations for the third meeting of the Conference of the Parties, support provided to the Bureau and the Implementation and Compliance Committee (a subsidiary body of the Conference of the Parties), intersessional work on technical matters decided upon by the Conference of the Parties at its second meeting, support for the implementation of the Convention, and various other activities.

II. Conferences and meetings

A. Third meeting of the Conference of the Parties

2. The secretariat is in the process of organizing the third meeting of the Conference of the Parties to the Minamata Convention, to be held in Geneva from 25 to 29 November 2019. Preparations have included multiple logistical and organizational tasks, including in relation to the conference venue, registration of participants and organization of travel of eligible funded participants, and side events and other meetings. The secretariat continues to prepare information for participants and observers and disseminate information and updates about the meeting through the Minamata Convention website in English, French and Spanish, as well as through briefings to various audiences.

3. On the substantive side, the secretariat has drafted and coordinated the working documents and information documents for the meeting, including liaison activities for the processing, editing and translation of those documents by the Division of Conference Services of the United Nations Office at Nairobi. The preparation of a significant body of technical material for the meeting, in particular the working and information documents, has involved consultation with the secretariat of the Basel, Rotterdam and Stockholm Conventions, various divisions of the United Nations Environment Programme.
Programme (UNEP), the Chemicals and Health Branch of the Economy Division of UNEP and various other partners and stakeholders, as appropriate.

4. Further to decision MC-2/7, on cooperation between the secretariat of the Minamata Convention and the secretariat of the Basel, Rotterdam and Stockholm Conventions, arrangements are in place for the sharing of services in support of the conference and meetings services for the third meeting of the Conference of the Parties, including logistical support services before and during the meeting (logistics process coordination, arrangements at the venue, information technology and paperless arrangements, etc.), participant management (registration and travel) and document control (in-session document management and processing). Document UNEP/MC/COP.3/16 presents the proposal by UNEP on cooperation between the secretariat of the Minamata Convention and the secretariat of the Basel, Rotterdam and Stockholm Conventions further to decision MC-2/7. The secretariat of the Basel, Rotterdam and Stockholm Conventions and the UNEP Chemicals and Health Branch will also, on the basis of reciprocity, provide staff to support the secretariat of the Minamata Convention in the running of the meeting, in particular in relation to contact groups. The Law Division of UNEP will provide support through making the legal adviser available at the meeting.

B. Bureau of the Conference of the Parties

5. The secretariat has provided support to the Presidency of the Conference of the Parties in all substantive matters related to the Convention since the second meeting of the Conference of the Parties. It has facilitated logistical and substantive organizational arrangements for two meetings of the Bureau of the Conference of the Parties, the first held via teleconference on 29 January 2019 and the second as a face-to-face meeting in Geneva on 26 April 2019. The main objectives of those meetings were to take stock of the outcome of the second meeting of the Conference of the Parties with a view to ensuring adequate planning for its third meeting, to consider the issues on the agenda of the third meeting of the Conference of the Parties and provide guidance on the documents to be submitted to the meeting, and to discuss strategic and policy matters. The reports of the meetings of the Bureau are available on the Convention website.\(^1\) The secretariat has implemented and followed up on all the decisions of the Bureau, as appropriate.

6. The next face-to-face meeting of the Bureau is scheduled to take place on 28 and 29 September 2019 in Bangkok, back to back with the third meeting of the intersessional process of the Strategic Approach to International Chemicals Management (SAICM). The Bureau will also meet on 24 November, the day before the start of the third meeting of the Conference of the Parties, and during that meeting.

C. Regional meetings

7. At its first meeting, the Conference of the Parties, in decision MC-1/15, on the programme of work of the secretariat and proposed budget for the biennium 2018–2019, provided for preparatory meetings for the second and third meetings of the Conferences of the Parties to be funded through voluntary contributions. The objective of the regional preparatory meetings is to contribute to the success of the meetings of the Conference of the Parties in 2018 and 2019 by giving regions the possibility to consult each other in advance of the Conference, consider meeting documents, discuss substantive matters, identify regional priorities and challenges and prepare regional positions. These meetings improve the legitimacy of the decisions adopted by the Conference of the Parties and support the implementation of the Convention at all levels.

8. The President of the Conference of the Parties and the Executive Secretary sent out two communications, dated 19 December 2018 and 3 May 2019, aimed at raising funds to organize regional meetings in preparation for the third meeting of the Conference. They have also conducted numerous bilateral consultations with donors on the matter. To date, voluntary contributions have been received from Austria, Japan, Norway and Sweden. Subject to adequate funding, regional meetings are expected to take place as follows:

   (a) For Asia and the Pacific, 7 and 8 October 2019 (venue: to be confirmed);

   (b) For Africa, 15 and 16 October 2019 (venue: Accra);

   (c) For Central and Eastern Europe and Central Asia, 22 and 23 October 2019 (venue: Tallinn);

   (d) For Latin America and the Caribbean, 29 and 30 October 2019 (venue: to be confirmed).

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9. The provisional agenda for each of the regional consultations will be developed in cooperation with the members representing the relevant region in the Bureau. The secretariat will organize the regional consultations in cooperation with the regional and coordinating centres of the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal and the Stockholm Convention on Persistent Organic Pollutants for logistical arrangements and participants’ travel. As has become customary, the secretariat of the Basel, Rotterdam and Stockholm Conventions and the secretariat of the Strategic Approach to International Chemicals Management, in an effort to maximize information sharing and cooperation and collaboration within the chemicals and wastes cluster, will be invited to hold information sessions on their respective matters back-to-back with the regional consultations.

III. Intersessional work requested by the Conference of the Parties at its second meeting

10. At its second meeting, the Conference of the Parties requested the secretariat to seek input and undertake activities on a number of issues as set out in the decisions adopted at that meeting. For some items, submissions by parties and other stakeholders were invited, while for other items nominations were invited through the members of the Bureau of the Conference of the Parties representing the respective United Nations regions. The secretariat coordinated the work of expert groups on releases, mercury waste thresholds and effectiveness evaluation and prepared the relevant meeting documents. It also coordinated submissions for: the guidance on contaminated sites; capacity-building, technical assistance and technology transfer; the Specific International Programme to Support Capacity-Building and Technical Assistance; the review of the financial mechanism; and emissions of mercury resulting from the open burning of waste. Submissions to the secretariat are available on the Minamata Convention website.

11. In accordance with the road map adopted in decision MC-2/10, the secretariat has supported the work of the ad-hoc technical expert group for effectiveness evaluation. Following the full constitution of the expert group, the secretariat organized a face-to-face meeting of the expert group in Geneva from 8 to 12 April 2019. At the meeting, the expert group deliberated on the items identified by the Conference of the Parties to further develop its draft report. Following the meeting, the secretariat continued to support the expert group in its drafting by electronic means. Once the draft report was completed it was posted for public comment. Thereafter, the secretariat collated the comments on effectiveness evaluation and supported the co-chairs and the group in completing the report for inclusion in the documentation of the third meeting of the Conference of the Parties, in accordance with the calendar established by the Conference of the Parties in the road map. Further information can be found in document UNEP/MC/COP.3/14.

12. The secretariat organized the second meeting of the Implementation and Compliance Committee, held in Geneva on 3 and 4 June 2019, including making all the necessary logistical arrangements, preparing the meeting documents and providing support to the chair and vice-chair during the Committee’s deliberations and the preparation of the meeting report. The report on the Committee’s second meeting is available in document UNEP/MC/COP.3/13.

13. In decision MC-2/9, on Harmonized System codes, the Conference of the Parties requested the secretariat, in collaboration with the Products Partnership and in consultation with relevant organizations, to suggest approaches for customs codes to identify and distinguish non-mercury-added and mercury-added products listed in annex A to the Convention, including approaches for their possible harmonization. A draft report was coordinated by the secretariat in consultation with the Products Partnership and sent to the partners of the Products Partnership on 31 May 2019 for final input and review. The revised draft report was posted on the Minamata Convention website for parties and other stakeholders to submit comments by 1 August 2019, including information on the current use of the customs code in relation to mercury-added products. The secretariat was to incorporate the comments received and finalize the document, which is set out in document UNEP/MC/COP.3/5. Background information on approaches for customs codes is set out in document UNEP/MC/COP.3/INF/12.

14. Pursuant to decision MC-2/3, on releases, a group of technical experts on guidance in relation to mercury releases was established to prepare a report on the identification of significant anthropogenic point sources of release categories not addressed in the provisions of the Convention other than article 9, for consideration by the Conference of the Parties at its third meeting. The group worked electronically, including through teleconferences facilitated by the secretariat. Parties and other stakeholders were invited to submit information related to the identification of relevant point source categories of releases by 15 February 2019. The draft report from the group of technical
experts, based on the discussion at its two teleconferences, was posted on the Convention website on 15 May 2019, and parties, signatories and other stakeholders were invited to submit comments by 15 June 2019. The group of technical experts then finalized the report (UNEP/MC/COP.3/6), taking into account the comments received.

15. A group of technical experts on mercury waste thresholds was established pursuant to decision MC-2/2 to work on a number of technical issues on the establishment of mercury waste thresholds under article 11, for consideration by the Conference of the Parties at its third meeting. Parties and other stakeholders were invited to submit relevant information by 15 February 2019. The group of technical experts met in Osaka, Japan, from 27 to 29 May 2019. The secretariat provided support to the co-chairs and the group in preparation for the meeting and in the follow-up after the meeting to finalize the report, in cooperation with the UNEP International Environmental Technology Centre. The report from the group is available in document UNEP/MC/COP.3/7.

16. Pursuant to decision MC-2/8, on the management of sites contaminated by mercury and mercury compounds, the secretariat invited parties and other stakeholders to submit comments and information to complement and further improve the draft guidance on contaminated sites submitted to the Conference of the Parties at its second meeting, by 15 February 2019. Revised draft guidance, developed by the secretariat taking into account these submissions, was posted on the Convention website, and experts nominated in accordance with decision MC-1/20, parties and other stakeholders were invited to submit comments by 21 June 2019. The secretariat then revised the draft, taking into consideration the submitted comments and in consultation with the experts through a teleconference and electronic communication. The draft guidance is set out in document UNEP/MC/COP.3/8.

17. At its second meeting, the Conference of the Parties requested the secretariat to compile the information to be provided by the Global Environment Facility (GEF), the Specific International Programme, parties and other relevant sources, which was identified in paragraph 11 of article 13 of the Convention as being necessary for the review of the financial mechanism (UNEP/MC/COP.2/19, para. 120). In a letter from the Executive Secretary dated 3 December 2018, parties and other stakeholders were invited to submit information relevant to the level of funding, the guidance provided by the Conference of the Parties to the entities entrusted to operationalize the financial mechanism, and the effectiveness of those entities and their ability to address the changing needs of developing country parties and parties with economies in transition, by 31 May 2019. The Executive Secretary also sent a letter to the Chief Executive Officer and Chairperson of GEF on 16 April 2019 requesting the relevant information, which was received from GEF on 29 May 2019. A synthesis of the information is presented in document UNEP/MC/COP.3/11. The overall reports on the financial mechanism, as submitted by GEF and the Specific International Programme, can be found in documents UNEP/MC/COP.3/9, UNEP/MC/COP.3/10 and UNEP/MC/COP.3/10/Add.1.

18. In decision MC-2/11, the Conference of the Parties requested the secretariat to collect the information received from the existing regional, subregional and national arrangements on their capacity-building and technical assistance to support parties in implementing their obligations under the Minamata Convention. In the letter from the Executive Secretary dated 3 December 2018, parties and other stakeholders were invited to submit the relevant information. The information received is compiled in documents UNEP/MC/COP.3/12 and UNEP/MC/COP.3/INF/14.

19. At its second meeting, the Conference of the Parties also requested the secretariat to continue to collect and make available information relevant to emissions of mercury resulting from the open burning of waste. In the letter from the Executive Secretary dated 3 December 2018, parties and other stakeholders were invited to submit the relevant information, which the secretariat has captured in document UNEP/MC/COP.3/17.

20. The secretariat has also provided scientific and technical advice to parties on request. In addition to responding to multiple questions from parties and other stakeholders by email and phone, this involved the participation of representatives of the secretariat in a number of technical meetings, such as a GEF-funded mercury monitoring expert consultation meeting held in Monaco on 13 and 14 May 2019; a meeting on best available techniques held in Berlin from 14 to 16 May 2019; a workshop on mercury-added products funded by Asia-Pacific Economic Cooperation, held in Viña del Mar, Chile, from 9 to 11 July 2019; and a regional workshop on “Defining the road ahead: lessons learned in developing national action plans for reducing mercury use in artisanal and small-scale gold mining”, held in Manzini, Eswatini on 22 and 23 May 2019.

21. The secretariat, together with the International Environmental Technology Centre and the Ministry of the Environment of Japan, organized, with Japanese funding, a workshop on synergies in mercury waste management in Osaka, Japan, on 30 and 31 May 2019, back to back with the meeting
of the group of technical experts on mercury waste thresholds. The report of the workshop is available on the Convention website.²

IV. Support for the implementation of the Minamata Convention

22. In addition to its work in support of the Conference of the Parties and in preparation for its third meeting, the secretariat has supported activities at the national and regional levels to facilitate the implementation of the Minamata Convention and held consultations with relevant partners, including the participating organizations of the Inter-Organization Programme for the Sound Management of Chemicals (IOMC), to identify possible cross-cutting activities.

23. The secretariat worked on the delivery of the technical assistance and capacity-development activities of the programme of work of the Convention, by advancing work on the European Union funded project on trade in mercury and mercury emissions. These two issues had been identified as priorities at the subregional and regional levels. Through this project, during the course of 2019 and 2020, the secretariat will deliver regional and/or subregional training workshops, develop training materials, implement national pilot projects, disseminate information on lessons learned and conduct a preliminary overview of a needs assessment. The first subregional workshop on trade is scheduled to take place in the Plurinational State of Bolivia in September 2019, followed by the subregional workshop on emissions in Viet Nam in October 2019. The secretariat is also working on the development of a reader-friendly design, layout and printing of the guidance on best environmental practices in relation to emissions of mercury from point sources falling within the source categories listed in annex D to the Convention, in English, French and Spanish.

24. Responding to a specific capacity-building request from the Islamic Republic of Iran, the secretariat delivered a training session on the mercury inventory toolkit, which was attended by almost 60 participants from different ministries and departments, including the provincial offices. The contribution from France was used for this activity.

25. The secretariat conducted an analysis of the Minamata Initial Assessments in preparation for the development of the capacity-building and technical assistance programme for 2020–2021 under the Minamata Convention. Minamata Initial Assessment reports submitted to the secretariat by Governments and implementing agencies have been made available on the Convention website.³ Using the national priority actions and implementation plans identified in reports received by July 2019, the secretariat developed draft activity plans to assist parties on their implementation of the Convention. The plans were also developed on the basis of the needs expressed by developing countries and countries with economies in transition, in particular at the first and second meetings of the Conference of the Parties, regional preparatory meetings, through the enabling activities and through the exchange of information with various stakeholders. In addition to Minamata Initial Assessment reports, as at 31 July 2019, one national action plan on artisanal and small-scale gold mining and two national implementation plans had been submitted pursuant to paragraph 3 of article 7 and paragraph 1 of article 20, respectively, which have also been made available on the Convention website.⁴ The analysis will be further refined as more assessments and plans become available.

26. A representative from the secretariat attended the inception meeting for the third phase of the Africa, Caribbean and Pacific Multilateral Environment Agreements Programme, funded by the European Commission. The programme includes activities to support the implementation of the Minamata Convention in the Africa, Caribbean and Pacific countries, focused on increasing the number of parties to the Convention, conducting baseline assessments and responding to specific capacity-building requests from countries. The secretariat will be involved in the implementation of these activities, as appropriate.

27. UNEP is currently implementing a project to support countries in Asia in the implementation of multilateral environmental agreements and the sound management of chemicals, funded by China. This includes a component to address emissions of mercury. A representative from the secretariat participated in the inception workshop for this project, held in Beijing on 12 and 13 June 2019, and contributed to the development of the project.

28. In the Asia-Pacific region, the secretariat coordinates with the UNEP Office for Asia and the Pacific regarding a multi-year project funded by Japan entitled “Promoting the Minamata Convention on Mercury by making the most of Japan’s knowledge and experience”. The Executive Secretary of the secretariat of the Minamata Convention will attend the inception workshop of the project, scheduled to take place in Minamata City from 2 to 4 September 2019.

29. In relation to financial resources and the financial mechanism, the secretariat has been engaging closely with the GEF secretariat on matters related to the financial mechanism of the Convention. The Executive Secretary attended the fifty-fifth meeting (18–20 December 2018) and fifty-sixth meeting (10–13 June 2019) of the GEF Council and engaged with delegates, addressed the Council and participated in various panels. The Council approved the memorandum of understanding between the GEF Council and the Conference of the Parties at its fifth-sixth meeting. The Executive Secretary also took part in the launch of the GEF Global Opportunities for Long-term Development of the Artisanal and Small-Scale Gold Mining Sector (GOLD) programme in London in February 2019.

30. As part of its support to the Specific International Programme, the secretariat supported the Governing Board of the Specific International Programme in launching the second round of applications. The secretariat called for feedback on the first round of applications to the Specific International Programme and, based on the instructions of the Governing Board, revised the application guidelines and forms. The second round was launched on 5 March 2019. After the closure of the application period on 14 June 2019, the secretariat reviewed the applications received for completeness, undertook a first appraisal against the criteria adopted by the Governing Board and prepared the relevant documentation for the fourth meeting of the Governing Board, to be held in Washington between 16 and 18 September 2019, organized by the Convention secretariat and hosted by the GEF secretariat. The Governing Board will review the project applications and approve a number of projects in accordance with the available funding. It is important to mention that contributions to the Specific International Programme doubled between the first and second round, an important indicator of donor trust and interest.

31. Following an analysis of the practices and tools used by various conventions for online reporting, the secretariat is working with the United Nations Information Portal on Multilateral Environmental Agreements (InforMEA) and the secretariat of the Convention on Biological Diversity on the development of an online reporting tool for the Minamata Convention, which should be ready for use by the parties for the first biennial short report, due by 31 December 2019.

32. The secretariat is also updating the Minamata Convention text booklets in the six official languages of the United Nations and reprinting the guidance on developing a national action plan to reduce and, where feasible, eliminate mercury use in artisanal and small-scale gold mining.

V. Other activities undertaken by the secretariat

33. As referred to in paragraph 29 above, the secretariat has been engaging closely with the GEF secretariat and its constituencies to remain abreast of policy directions and, where necessary, contribute to discussions, especially with regard to impact programming.

34. The secretariat has taken part in a number of processes, together with the UNEP Chemicals and Health Branch, the Secretariat of the Basel, Rotterdam and Stockholm Conventions and the SAICM secretariat. This includes the review of projects submitted under the Special Programme to support institutional strengthening at the national level for implementation of the Basel, Rotterdam and Stockholm Conventions, the Minamata Convention and the Strategic Approach to International Chemicals Management. A representative of the secretariat also attended the fourth meeting of the Executive Board of the Special Programme, held in Geneva from 29 to 31 January 2019.

35. The secretariat provided the bureaux of the Basel, Rotterdam and Stockholm conventions with an update on progress in the implementation of the Minamata Convention, at the invitation of the bureaux. The secretariat also reported on the implementation of the Minamata Convention at all the regional preparatory meetings for the 2019 meetings of the conferences of the Parties to the Basel, Rotterdam and Stockholm conventions, the Minamata Convention and the Strategic Approach to International Chemicals Management. A representative of the secretariat also attended the fourth meeting of the Executive Board of the Special Programme, held in Geneva from 29 to 31 January 2019.

36. The joint task force of the UNEP Chemicals and Health Branch, the Secretariat of the Basel, Rotterdam and Stockholm Conventions and the Minamata Convention secretariat was revamped in mid-2018 and is now co-chaired by a senior staff representative from each of the three entities. The joint task force was set up to focus on programmatic and other collaboration across the three entities. As a first initiative, a townhall meeting of all heads and all staff of the three entities took place in August 2018. The joint task force also began work on bringing together work on the science-policy
front for input into a number of ongoing processes. In the first half of 2019, the joint task force met to consider in depth the interlinkages within the chemicals cluster in preparation for the next SAICM meeting, and the interlinkages with the biodiversity cluster given the mandate received by the Convention on Biological Diversity to advance work on a post-2020 global framework that encompasses work from the chemicals cluster.

37. The joint task force’s efforts also resulted in a number of tangible projects to bring greater cohesion and visibility to the chemicals cluster. This includes the joint installation by the Chemicals and Health Branch, the Secretariat of the Basel, Rotterdam and Stockholm Conventions, the Minamata Convention secretariat and the secretariat of SAICM, “Making the Invisible, Visible: Detox my Home”, which was on display at the fourth session of the United Nations Environment Assembly in Nairobi in March 2019, the SAICM meeting in Montevideo in March 2019 and the 2019 meetings of the conferences of the Parties to the Basel, Rotterdam and Stockholm conventions held in Geneva in April and May 2019, and will be set up for the third meeting of the Conference of the Parties to the Minamata Convention, to be held in Geneva in November 2019. The overarching objective of the installation is to raise awareness on the need for sound management of chemicals and waste, by demonstrating in an engaging, interactive and innovative way both the potentially negative impacts of chemicals found in everyday objects and toxic-free alternatives. The joint task force also reinvigorated its efforts to strengthen joint calendar planning among the partners to maximize work across the cluster. Through the Chemicals and Health Branch, the joint task force also links to the UNEP Chemicals and Waste Subprogramme to align efforts to support the implementation of relevant Environment Assembly decisions.

38. The secretariat is also part of the GEF Chemicals Task Force, which provides a framework for cooperation across the chemicals and wastes cluster among GEF implementing agencies. Representatives of the secretariat attended the task force meetings both virtually and in person, including at the 2019 meetings of the conferences of the Parties to the Basel, Rotterdam and Stockholm conventions, prior to the meetings of the GEF Council, and in advance of the third meeting of the Conference of the Parties.

39. The secretariat takes part in IOMC as an observer and participates in its mercury group, which focuses on cooperation specific to mercury among IOMC members and works closely with the partners of the Global Mercury Partnership.

40. The secretariat is an active, long-standing member of the InforMEA initiative on access to information on multilateral environmental agreements. A senior staff representative from the secretariat attended the tenth meeting of the InforMEA Steering Committee, held in Montreux, Switzerland, in June 2019. The meeting also celebrated the tenth anniversary of this important collaboration among various multilateral environmental agreements to bring greater cohesion and transparency to reporting, information exchange and knowledge management across the work of the agreements and conventions.

41. A senior staff representative from the secretariat attended the post-2020 discussions of the biodiversity cluster in Bern in June 2019 and explored the intersections of the chemicals and biodiversity discussions, especially with respect to building the post-2020 global biodiversity framework.

42. The secretariat continues to actively participate in the regular briefing sessions for the Geneva permanent missions, facilitated by the Geneva Environmental Network, and participates in the meetings of the task force on the post-2020 strategic approach to chemicals management, chaired by the UNEP Chemicals and Health Branch.

43. The secretariat joined the Green Customs Initiative, a partnership of international organizations cooperating to prevent the illegal trade in environmentally sensitive commodities and substances and to facilitate the legal trade. The next meeting of the initiative is to be held in Geneva on 2 and 3 October 2019.

44. The Executive Secretary of the secretariat of the Minamata Convention will present a plenary lecture at the fourteenth International Conference on Mercury as a Global Pollutant, to be held in Krakow, Poland, from 8 to 13 September 2019, on the need for scientific contribution to the implementation of the Minamata Convention. The secretariat will make an oral presentation on the analysis of national priorities from Minamata Initial Assessments and a poster presentation on developing technical guidance for the implementation of the Convention.
45. The secretariat participated in other relevant international meetings, including those of the United Nations Environment Assembly (11–15 March 2019), the World Health Assembly (20–28 May 2019) and the Executive Body of the Convention on Long-range Transboundary Air Pollution (10–14 December 2018).

VI. **Suggested action by the Conference of the Parties**

46. The Conference of the Parties may wish to take note of the main activities of the secretariat in the intersessional period since the second meeting of the Conference of the Parties.