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**United Nations
Environment
Programme**

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

Geneva, 25–29 November 2019

Item 2 (c) of the provisional agenda*

Organizational matters: organization of work

Annotated provisional agenda

Item 1

Opening of the meeting

1. The third meeting of the Conference of the Parties to the Minamata Convention on Mercury will be held at the Geneva International Conference Centre, 17 rue de Varembé, Geneva, from 25 to 29 November 2019. The meeting will be opened at 10 a.m. on Monday, 25 November.
2. The President elected at the second meeting of the Conference of the Parties, Mr. David Kapindula (Zambia), will preside over the meeting in accordance with the rules of procedure adopted by the Conference of the Parties at its first meeting.
3. Opening statements will be delivered.

Item 2

Organizational matters

(a) Election of officers for the intersessional period and the fourth meeting of the Conference of the Parties

4. At its second meeting, the Conference of the Parties elected the following officers to serve at its third meeting, as well as during the intersessional period:

President:	Mr. David Kapindula (Zambia)
Vice-Presidents:	Ms. Alison Dickson (Canada)
	Ms. María del Mar Solano Trejos (Costa Rica)
	Mr. Karel Bláha (Czechia)
	Mr. Serge Molly Allo'o Allo'o (Gabon)
	Ms. Mariscia Charles (Guyana)
	Mr. Adel Jahankhah (Islamic Republic of Iran)
	Mr. Mohammed Khashashneh (Jordan)
	Ms. Svetlana Bolocan (Republic of Moldova)
	Ms. Nina Cromnier (Sweden)

* UNEP/MC/COP.3/1.

5. Mr. Karel Bláha (Czechia) was elected to serve as rapporteur.
6. As Mr. Adel Jahankhah was unable to complete his assigned term, the Islamic Republic of Iran nominated Mr. Mohsen Naziri Asl to replace him for the remainder of the term.
7. For its subsequent meetings, the Conference of the Parties agreed that the presidency would rotate among the regions in alphabetical order.
8. At its third meeting, pursuant to the rules of procedure, the Conference of the Parties is to elect a president and nine vice-presidents, one of whom will act as rapporteur, from among the representatives of the parties present at the meeting, to serve from the closure of the third meeting until the closure of the fourth meeting of the Conference of the Parties, including the intersessional period.

(b) Adoption of the agenda

9. The Conference of the Parties may wish to adopt its agenda on the basis of the provisional agenda set forth in document UNEP/MC/COP.3/1.

(c) Organization of work

10. The Conference of the Parties has before it a scenario note for the meeting prepared by the President (UNEP/MC/COP.3/2).
11. The Conference of the Parties is expected to meet daily from Monday, 25 November until Friday, 29 November, from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m., subject to any necessary adjustments.
12. The Conference of the Parties may wish to establish small groups and other in-session working groups as it may deem necessary, and to specify their mandates.

Item 3

Rules of procedure for the Conference of the Parties: consideration of rule 45

13. At its first meeting, the Conference of the Parties adopted its rules of procedure, with the exception of the second sentence of paragraph 1 of rule 45 and paragraph 3 of rule 45, which remained in brackets. At its second meeting, the Conference of the Parties agreed to defer consideration of the bracketed text in rule 45 to its third meeting. The Conference of the Parties may wish to consider and adopt the outstanding paragraphs as set out in the annex to document UNEP/MC/COP.3/3.

Item 4

Report on the credentials of representatives to the third meeting of the Conference of the Parties

14. The Conference of the Parties has before it a note by the secretariat on the status of ratification of the Minamata Convention as at 23 September 2019 (UNEP/MC/COP.3/INF/21).
15. In accordance with rule 20 of the rules of procedure, the Bureau will examine the credentials of representatives and report thereon to the Conference of the Parties. In accordance with rule 21, representatives are entitled to participate provisionally in the meeting pending a decision regarding their credentials.

Item 5

Matters for consideration or action by the Conference of the Parties

16. The Conference of the Parties has been given responsibility for considering a number of matters at its third meeting, on the basis of either the text of the Convention or the decisions adopted at its first meeting (UNEP/MC/COP.1/29) and its second meeting (UNEP/MC/COP.2/19), as described below. Sub-items are listed in the order set out in the provisional agenda, arranged in the order of the relevant articles of the Convention, which is not necessarily the order of priority for their consideration by the Conference of the Parties at its third meeting.

(a) Mercury-added products and manufacturing processes in which mercury or mercury compounds are used**(i) Review of annexes A and B**

17. Articles 4 and 5 of the Convention provide for reviews of annexes A and B no later than five years after the date of entry into force of the Convention. At its second meeting, the Conference of the Parties addressed the matter and agreed to defer consideration thereof to its third meeting and to request the secretariat to prepare a document on the matter for consideration at that meeting.

18. In response to that request, the secretariat prepared a note on the review of annexes A and B explaining the process for the review of annexes and proposing a draft decision on the matter (UNEP/MC/COP.3/4), as requested by the Bureau. The Conference of the Parties may wish to consider the process for the review of annexes A and B and the draft decision.

(ii) Proposal to amend annex A

19. On 8 May 2019, the secretariat received a communication from a group of countries submitting a proposal to amend annex A to the Convention, requesting that the proposed amendment be considered by the Conference of the Parties at its third meeting.

20. Paragraph 2 of article 26 of the Convention provides that the text of any proposed amendment is to be communicated to the parties by the secretariat at least six months before the meeting at which it is proposed for adoption, and the secretariat is also to communicate the proposed amendment to the signatories to the Convention and, for information, to the Depositary. Accordingly, a letter dated 24 May 2019 was sent by the Executive Secretary to the parties and signatories to the Convention, communicating the text of the proposed amendment to annex A to the Convention. The letter was also sent, for information purposes, to the Depositary. A follow-up letter, dated 25 July 2019, was sent by the Executive Secretary to the parties and signatories to the Convention, providing the translation of the proposed amendment to annex A in the other five official languages of the United Nations.

21. The proposed amendment and relevant additional explanatory information are presented, without formal editing, in the annex to document UNEP/MC/COP.3/21. The Conference of the Parties may wish to consider the proposed amendment.

(iii) Harmonized System codes

22. At its second meeting, the Conference of the Parties, in its decision MC-2/9, requested the secretariat, in collaboration with the UNEP Global Mercury Partnership – Products Partnership, and in consultation with relevant organizations, to suggest approaches for customs codes to identify and distinguish non-mercury-added products and mercury-added products listed in annex A to the Convention, including approaches for their possible harmonization, taking into account the results of the survey on the Harmonized System initiative developed by the Partnership. By that decision the secretariat was requested to circulate to parties and other stakeholders a draft report for comments by May 2019, to revise the draft report taking into account the comments received, and to present the report to the Conference of the Parties at its third meeting for its consideration.

23. The Conference of the Parties has before it a note by the secretariat on approaches to identifying and distinguishing non-mercury-added products and mercury-added products listed in annex A on the basis of the Harmonized System (UNEP/MC/COP.3/5), together with background information on the matter (UNEP/MC/COP.3/INF/12). The Conference of the Parties may wish to consider the information presented.

(b) Releases of mercury

24. Article 9 of the Convention provides that the Conference of the Parties is to adopt, as soon as practicable, guidance on best available techniques and best environmental practices, taking into account any differences between new and existing sources and the need to minimize cross-media effects, and guidance on the methodology for preparing inventories of releases.

25. At its second meeting, in its decision MC-2/3, the Conference of the Parties established a group of technical experts to develop draft guidance on methodologies for preparing inventories for a list of potentially relevant point source categories. In accordance with the terms of reference set out in the annex to the decision, the group was to prepare a report including a list of any significant anthropogenic point source of release categories not addressed in provisions of the Convention other than article 9, along with a suggested road map and structure for the development of draft guidance on methodologies for preparing its inventories.

26. The Conference of the Parties has before it a note by the secretariat on the matter (UNEP/MC/COP.3/6) that includes as annexes a draft decision and a report by the group of technical experts. The Conference of the Parties may wish to consider the report and the draft decision and agree on future work on the matter.

(c) Mercury waste, in particular the consideration of relevant thresholds

27. Article 11 of the Convention provides that the Conference of the Parties is to define relevant thresholds for mercury wastes, in collaboration with the relevant bodies of the Basel Convention. At its first meeting, the Conference of the Parties considered the issue and established an open-ended process on the matter. At its second meeting, in its decision MC-2/2, the Conference of the Parties established a group of technical experts to proceed with the discussion on mercury waste thresholds during the intersessional period and requested the secretariat to report to the Conference of the Parties at its third meeting on the outcomes of the work of the group of technical experts.

28. The Conference of the Parties has before it a note by the secretariat on the matter (UNEP/MC/COP.3/7) that includes as annexes a draft decision and a report by the group of technical experts, as well as a note by the secretariat on lists of mercury compounds and mercury-added products (UNEP/MC/COP.3/INF/18) to supplement the report. The Conference of the Parties may wish to review the progress achieved during the intersessional period, consider the draft decision, and agree on future work on the matter.

(d) Guidance on the management of contaminated sites

29. Article 12 of the Convention provides that the Conference of the Parties is to adopt guidance on managing contaminated sites. At its second meeting, the Conference of the Parties considered the draft guidance on the management of sites contaminated by mercury and mercury compounds and, in its decision MC-2/8, requested the secretariat to invite parties and stakeholders to submit additional comments and information to complement and further improve the draft guidance. It requested the secretariat to revise the draft guidance, taking into account the comments submitted, for consideration by the Conference of the Parties at its third meeting.

30. The Conference of the Parties has before it a note by the secretariat (UNEP/MC/COP.3/8) that includes as annexes revised draft guidance on the management of contaminated sites, prepared by the secretariat in consultation with experts, and a draft decision, together with further technical information on the matter (UNEP/MC/COP.3/INF/13). The Conference of the Parties may wish to consider the draft guidance for possible adoption.

(e) Financial mechanism

31. Article 13 of the Convention defines a mechanism for the provision of adequate, predictable and timely financial resources, comprising the Global Environment Facility (GEF) Trust Fund and the Specific International Programme to Support Capacity-Building and Technical Assistance, both of which, for the purposes of the Convention, operate under the guidance of and are accountable to the Conference of the Parties.

(i) Global Environment Facility

32. At its first meeting, in its decision MC-1/5, the Conference of the Parties adopted the guidance to GEF on the overall strategies, policies, programme priorities and eligibility for access to and utilization of financial resources and on an indicative list of categories of activities that could receive support from the GEF Trust Fund. At its second meeting, the Conference of the Parties adopted the memorandum of understanding between the Conference of the Parties and the GEF Council (UNEP/MC/COP.2/19, para. 83). The memorandum of understanding entered into effect upon its approval by the GEF Council at its fifty-sixth meeting, held in June 2019.

33. The Conference of the Parties has before it a note by the secretariat providing an update on matters related to GEF (UNEP/MC/COP.3/9; UNEP/MC/COP.3/9/Add.1) as well as the report of the GEF Council to the Conference of the Parties at its third meeting (UNEP/MC/COP.3/INF/2). The Conference of the parties may wish to consider the information provided.

(ii) Specific International Programme to Support Capacity-Building and Technical Assistance

34. At its first meeting, in its decision MC-1/6, the Conference of the Parties decided that UNEP would be the hosting institution of the Specific International Programme and approved the necessary hosting arrangements, along with guidance on the operations, duration and terms of reference of the

Programme. The Conference of the Parties also requested the Executive Director of UNEP to establish a trust fund for the Programme and to implement the governance arrangements outlined in the annexes to the decision. Accordingly, the trust fund for the Specific international Programme has been established.

35. The Conference of the Parties has before it a report on matters related to the Specific International Programme (UNEP/MC/COP.3/10 and Corr.1; UNEP/MC/COP.3/10/Add.1) and, for information, the application guidelines for the second round of applications to the Programme (UNEP/MC/COP.3/INF/3). The Conference of the Parties may wish to consider the information provided and to confirm the membership of the Governing Board of the Programme for the second term upon the nomination of members at the third meeting of the Conference of the Parties.

(iii) Review of the financial mechanism

36. The Conference of the Parties at its second meeting (as reflected in the report of that meeting, UNEP/MC/COP.2/19, para. 120) requested the secretariat to compile the information to be provided by GEF, the Specific International Programme, parties and other relevant sources that was identified in paragraph 11 of article 13 of the Convention as being necessary for the review of the financial mechanism of the Convention, and to present a synthesis of such information for consideration by the Conference of the Parties at its third meeting.

37. In response to the request, the secretariat prepared a note on the review of the financial mechanism (UNEP/MC/COP.3/11) including the information received from GEF and the Specific International Programme. No information on the matter was provided by parties or other relevant sources as specified in paragraph 11 of article 13. The Conference of the parties may wish to consider the information presented, including the draft decision accompanying the note.

(f) Capacity-building, technical assistance and technology transfer

38. At its second meeting, the Conference of the Parties in its decision MC-2/11 requested the secretariat to collect 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 and to report thereon to the Conference of the Parties at its third meeting. In the same decision it also emphasized the relevance of using, as appropriate, regional, subregional and national arrangements, including existing regional and subregional centres, in the delivery of capacity-building and technical assistance consistent with article 14 of the Convention.

39. In response to the request, the secretariat sought submissions from parties and other stakeholders on those issues and prepared a note on the matter (UNEP/MC/COP.3/12) and a compilation of information received (UNEP/MC/COP.3/INF/14). The Conference of the Parties may wish to consider the information provided and to draw the attention of parties and relevant stakeholders, especially those providing capacity-building and technical assistance pursuant to article 14, to the activities, initiatives and reports mentioned in the submissions received as well as to the needs and challenges highlighted therein. It may also wish to consider the issue further at future meetings, taking into account any further submissions and reports from parties and information provided by other stakeholders, compiled by the secretariat, or reported by parties pursuant to article 21.

(g) Implementation and Compliance Committee

40. Article 15 of the Convention establishes a mechanism, including an Implementation and Compliance Committee as a subsidiary body of the Conference of the Parties, to promote implementation of, and review compliance with, all its provisions. At its first meeting, in its decision MC-1/7, the Conference of the Parties elected the first 15 members of the Committee, which has to date met twice, in Geneva, on 29 and 30 May 2018 and 3 and 4 June 2019.

41. The Conference of the Parties has before it the report on the second meeting of the Committee (UNEP/MC/COP.3/13), including, in appendix I to the report, the draft terms of reference for the Committee. Appendix III presents a draft template for written submissions from parties with respect to their own compliance. The Conference of the Parties may wish to consider the report of the Committee, adopt the terms of reference for the Committee, and approve the draft template through the adoption of a decision on the matter. A draft decision is provided in appendix II. The Conference of the Parties is also expected to, for the second term of the Committee, re-elect 10 members from among the first members of the Committee for one term and elect 5 new members for two terms, in accordance with the rules of procedure of the Committee.

(h) Effectiveness evaluation

42. Article 22 of the Convention provides for an evaluation of the Convention's effectiveness. At its first meeting, in its decision MC-1/9, the Conference of the Parties adopted a road map for establishing arrangements for providing it with comparable monitoring data and elements of an effectiveness evaluation framework under article 22. At its second meeting, in its decision MC-2/10, the Conference adopted a new road map for the preparation of the report by the ad hoc group of technical experts for effectiveness evaluation to the third meeting of the Conference of the Parties, that included a face-to-face meeting of the ad hoc group with amended membership to prepare a report with a refined evaluation framework including the monitoring arrangements. The road map established a time frame that included the opening of a draft report for comments from parties from August to mid-September 2019 and the availability of a final report in October 2019. The road map, agreed to by the Parties in decision MC-2/10, implies that only after the finalization of the report in September will the secretariat be able to submit the final version of the report to the Division of Conference Services in Nairobi for processing and translation. Thus, the report, as finalized, will be made available in English, without formal editing, in October. As the official versions in languages are issued, they will be posted on the section of the Convention's website devoted to the upcoming meeting. The road map agreed to by the parties in decision MC-2/10 is a derogation from rule 11 of the Rules of Procedure of the Conference of the Parties, according to which the documentation for ordinary meetings of the Conference is to be issued six weeks before the opening of the relevant meeting.

43. The Conference of the Parties has before it a note by the secretariat on the matter (UNEP/MC/COP.3/14; UNEP/MC/COP.3/14/Add.1), which includes as annexes a draft decision and a report by the group of technical experts. The Conference also has before it technical information compiled by the group to assist it in its consideration of the matter (UNEP/MC/COP.3/INF/15), including a review of available monitoring information and a proposal for elements of a guidance document for mercury monitoring. The Conference of the Parties may wish to consider the report of the group of technical experts, which contains the requested framework, and to discuss the framework with a view to adopting it, and to make arrangements for concluding the first effectiveness evaluation of the Minamata Convention by 2023.

(i) Financial rules

44. At its first meeting, in its decision MC-1/10, the Conference of the Parties adopted financial rules for itself and any subsidiary bodies it might establish, as well as financial provisions governing the functioning of the secretariat. Bracketed text remained in paragraph 3 (e) of rule 5 of the financial rules and in paragraphs 2 and 5 of the annex to the financial rules. At its second meeting, the Conference agreed to defer the matter to its third meeting. It may wish to consider the bracketed text (UNEP/MC/COP.3/15, annex) with a view to adopting final text.

(j) Secretariat

45. At its second meeting, in its decision MC-2/1, the Conference of the Parties decided to accept the offer of the Government of Switzerland to host the secretariat in Geneva and requested the Executive Director of UNEP to continue performing the secretariat functions for the Convention through a secretariat of the Minamata Convention located in Geneva.

46. The Conference of the Parties has before it an operative proposal by the Executive Director of UNEP on a framework for the sharing of relevant secretariat services between the secretariat of the Minamata Convention and the secretariat of the Basel, Rotterdam and Stockholm conventions (UNEP/MC/COP.3/16), as requested in decision MC-2/7. Cooperation to date between the two secretariats is detailed in the secretariat's report on its main activities in the intersessional period (UNEP/MC/COP.3/19) and in a report by the secretariat of the Basel, Rotterdam and Stockholm conventions (UNEP/MC/COP.3/INF/6). The Conference of the Parties may wish to take note of the operative proposal, including as it relates to the scenarios put forward in the budget for the biennium 2020–2021, as requested in decisions MC-2/7 and MC-2/12.

(k) Emissions of mercury resulting from the open burning of waste

47. At its first and second meetings, the Conference of the Parties considered the matter of mercury emissions resulting from the open burning of waste. At its second meeting, it requested the secretariat to continue to collect and make available relevant information. It also requested the secretariat to continue to engage on the issue with the secretariat of the Basel, Rotterdam and Stockholm conventions and to update the Conference of the Parties on the matter at its third meeting.

48. In response to those requests, the secretariat prepared a note on the matter (UNEP/MC/COP.3/17). In addition, information received from a party is set out in document UNEP/MC/COP.3/INF/16. The Conference of the Parties may wish to consider the information provided and, given the limited number of submissions received, request the secretariat to continue to collect relevant information and to make such information available on the Convention's website.

Item 6

International cooperation and coordination

49. Several provisions of the Convention call for cooperation with relevant intergovernmental organizations. In particular, article 16 specifies that the Conference of the Parties, in considering health-related issues or activities, should consult and collaborate with the World Health Organization (WHO), the International Labour Organization (ILO) and other relevant intergovernmental organizations, as appropriate, and should promote cooperation and exchange of information with those organizations, as appropriate.

(a) World Health Organization and the International Labour Organization

50. Information on cooperation with WHO and ILO is set out in a note by the secretariat on the matter (UNEP/MC/COP.3/18), which includes in its annexes updates on the activities of WHO and ILO relevant to the Convention. The Conference of the Parties may wish to consider requesting the secretariat to continue its active cooperation and collaboration on health-related issues with WHO and ILO.

(b) Other international organizations and bodies

51. Information on the activities of relevant international entities relating to their work on mercury is set out in document UNEP/MC/COP.3/INF/17.

Item 7

Programme of work and budget

52. The Conference of the Parties in its decisions MC-1/15 and MC-2/12 requested the Executive Secretary to prepare for its consideration at its third meeting a budget for the biennium 2020–2021, explaining the key principles, assumptions and programmatic strategy on which the budget was based and presenting expenditures for that biennium in a programmatic format and broken down by budget activities, with each activity to be supported by an activity fact sheet. It also requested the Executive Secretary to present two scenarios in preparing the budget and programme of work for the biennium 2020–2021, one maintaining the operational budget at the 2018–2019 level in nominal terms and the other reflecting required changes to the above-mentioned scenario to meet projected needs and costs or savings related thereto.

53. In response to that request, the secretariat has prepared a note on the proposed programme of work and budget for the biennium 2020–2021 (UNEP/MC/COP.3/20), together with budget activity fact sheets (UNEP/MC/COP.3/INF/9), information on financial matters (UNEP/MC/COP.3/INF/10) and proposed operational budgets for the two funding scenarios (UNEP/MC/COP.3/INF/11). The Conference of the Parties also has before it a report on the main activities of the secretariat during the intersessional period (UNEP/MC/COP.3/19). Other documents pertaining to the work of the secretariat and support to parties include notes by the secretariat on cooperation with WHO and ILO (UNEP/MC/COP.3/18), a report by the secretariat of the Basel, Rotterdam and Stockholm conventions (UNEP/MC/COP.3/INF/6), a report on the activities of relevant international bodies, secretariats and agencies on mercury (UNEP/MC/COP.3/INF/17), a note by the secretariat on the activities of the Special Programme to support institutional strengthening at the national level for implementation of the Basel, Rotterdam and Stockholm conventions, the Minamata Convention on Mercury and the Strategic Approach to International Chemicals Management (UNEP/MC/COP.3/INF/5), the report of the Executive Director of UNEP on the work of UNEP in support of the Minamata Convention (UNEP/MC/COP.3/INF/4), an update on the Strategic Approach (UNEP/MC/COP.3/INF/8) and a report on activities undertaken within the UNEP Global Mercury Partnership (UNEP/MC/COP.3/INF/7).

54. The Conference of the Parties may wish to review the two scenarios for the programme of work and budget presented by the secretariat and the other information provided in that regard, and to discuss, agree on and adopt a decision on the programme of work and budget for the secretariat for the biennium 2020–2021.

Item 8

Venue and date of the fourth meeting of the Conference of the Parties

55. In accordance with rule 3 of the rules of procedure, the meetings of the Conference of the Parties are to take place at the seat of the secretariat unless the Conference of the Parties decides otherwise or other appropriate arrangements are made by the secretariat in consultation with the parties. Rule 4 of the rules of procedure provides that, unless it decides otherwise, the Conference of the Parties is to hold its first three ordinary meetings on an annual basis and thereafter meet every two years.

56. At its second meeting, the Conference of the Parties adopted decision MC-2/5 on the venue and date of its third and subsequent meetings, in which it invited parties to submit offers to host its fourth ordinary meeting and to proceed in a similar manner for subsequent ordinary meetings. In the same decision the Executive Secretary was requested to submit, in advance of each ordinary meeting, an assessment of the offers received pursuant to the decision for consideration by the Conference of the Parties.

57. By the time the note by the secretariat on the venue and date of the fourth meeting of the Conference of the Parties (UNEP/MC/COP.3/22) was finalized, just one offer to host the fourth meeting, from the Government of Colombia, had been received. That offer is contained in the annex to the above-mentioned document. Subsequently, the Government of Indonesia also offered to host the fourth meeting of the Conference of the Parties. That offer is contained in document UNEP/MC/COP.3/22/Add.1. Both Governments have also submitted supplementary information regarding their offers, which is presented in documents UNEP/MC/COP.3/INF/20, UNEP/MC/COP.3/INF/22 and UNEP/MC/COP.3/INF/23. Both Governments have communicated their intention to provide, at the third meeting, yet more information regarding their respective offers to host the fourth meeting.

58. The Conference may wish to consider the offers and decide on the venue and date of its fourth meeting.

Item 9

Other matters

59. The Conference of the Parties may wish to consider other matters raised during the meeting. Among other things, it may wish to invite the secretariat to describe action taken regarding the obligation of the parties under article 21 and in accordance with decision MC-1/8 to report on the measures they have taken to implement the provisions of the Convention, on the effectiveness of such measures and on possible challenges in meeting the objectives of the Convention, including the development of a reporting system. It may also wish to consider guidance to the secretariat regarding its support to parties on reporting.

Item 10

Adoption of the report

60. The Conference of the Parties will be invited to consider and adopt the report of its third meeting, prepared by the rapporteur with the support of the secretariat, at a plenary meeting on Friday, 29 November, with any amendments that may be necessary. Consistent with standard United Nations practice, the meeting may wish to agree that the sections of the report pertaining to the plenary meetings that take place on the last day of the meeting will be prepared by the rapporteur, with the support of the secretariat, and incorporated into the report of the meeting after the closure of the meeting under the authority of the President of the Bureau. The final report of the meeting will be circulated after the closure of the meeting.

Item 11

Closure of the meeting

61. It is expected that the third meeting of the Conference of the Parties will conclude its work by 6 p.m. on Friday, 29 November 2019.