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EXPERT GROUP ON BEST AVAILABLE
TECHNIQUES AND BEST ENVIRONMENTAL
PRACTICES
Third session
Tokyo, Japan, 11-16 October 2004

PROVISIONAL ANNOTATED AGENDA¹

Item 1: Opening of the session

1. The third session² of the Expert Group on Best Available Techniques (BAT) and Best Environmental Practices (BEP) of the Intergovernmental Negotiating Committee for an International Legally Binding Instrument for Implementing International Action on Certain Persistent Organic Pollutants will be held from 11 to 16 October 2004 at the Takanawa Prince Hotel, Tokyo, Japan. The session will be opened at 9 a.m. on Monday, 11 October 2004.
2. Opening and welcoming statements will be delivered.

Item 2: Organizational matters

- (a) Practical arrangements
 3. The Secretariat will provide a brief explanation of the practical arrangements for the session.
- (b) Organization of work
 4. The Expert Group has before it the scenario note for the session (UNEP/POPS/EGB.3/INF/1) prepared by the Co-chairs of the Expert Group, Mr. Robert Kellam (United States of America) and Mr. Sergio Vives (Chile), and the note by the Secretariat on a tentative schedule for the week (UNEP/POPS/EGB.3/INF/2). The Co-chairs will provide an explanation of how they expect the work of the session to progress over the course of the week.

¹ This document has not been formally edited.

² In the terminology used by the Intergovernmental Negotiating Committee “meeting” refers a block of time a group meets without a major break (e.g., lunch). The Expert Group, for example, is expected to have each day a morning meeting from 9 a.m. to 12 noon and an afternoon meeting from 1 p.m. to 5 p.m. “Session” refers to the full set of meetings held over a series of days.

(c) Report by the Secretariat on intersession work requested by the Expert Group

5. The Secretariat will provide a verbal report on progress made in completing the work requested of it by the Expert Group at its second session that was held from 8 to 12 December 2003 in Villarrica, Chile (the report of the session is contained in document UNEP/POPS/EGB.2/3).

Item 3: Development of guidelines on best available techniques and provisional guidance on best environmental practices relevant to the provisions of Article 5 and Annex C of the Stockholm Convention on Persistent Organic Pollutants

(a) Overview of the organization and structure of the draft guidelines and guidance

6. The expert group has before the draft guidelines on best available techniques and provisional guidance on best environmental practices (UNEP/POPS/EGB.3/2) and submissions received in response to the Secretariat invitation of 16 April 2004 to provide comments on the draft guidelines and guidance (UNEP/POP/EGB.3/INF/3).

7. The Expert Group may wish to consider the guidelines and guidance and to decide whether any modifications are to be made in their overall organization and structure.

(b) Section I: Introduction

8. The Expert Group may wish to consider the text of Section I of the draft guidelines and guidance and to agree on any amendments to it.

(c) Section II: Consideration of alternatives in the application of best available techniques

9. The Expert Group may wish to consider the text of Section II of the draft guidelines and guidance and to agree on any amendments to it. The Expert Group may also wish to consider the document on the consideration of comments on Section II (UNEP/POPS/EGB.3/INF/4) including a second version of the draft text of Section II that is provided in annex II of the document.

(d) Section III: General guidance in the application of best environmental practices and best available techniques

10. The Expert Group may wish to consider the text of Section III of the draft guidelines and guidance and to agree on any amendments to it.

(e) Section IV: General principles to be consider in the application of best environmental practices and best available techniques

11. The Expert Group may wish to consider the text of Section IV of the draft guidelines and guidance and to agree on any amendments to it.

(f) Section V: Guidelines/guidance by source category listed in Part II of Annex C of the Stockholm Convention

12. The Expert Group may wish to consider the texts each of the subsections of Section V of the draft guidelines and guidance and to agree on any amendments to each.

13. Regarding subsection V.A.1. on waste incinerators of municipal and hazardous waste and sludge and sewage, the Expert Group may also wish to consider the document on the consideration of comments on Section V.A.1. (UNEP/POPS/EGB.3/INF/5).

(g) Section VI: Guidelines/guidance by source category listed in Part III of Annex C of the Stockholm Convention

14. The Expert Group may wish to consider the texts each of the subsections of Section VI of the draft guidelines and guidance and to agree on any amendments to each.

(h) Annex I: Applicable existing national and sub-national standards, guidelines or guidance for best available techniques

15. The Expert Group may wish to consider the text of Annex I of the draft guidelines and guidance and to agree on any amendments to it.

(i) Annex II: Applicable reference materials from various sources including assessment methods and measurement techniques

16. The text of Annex II of the draft guidelines and guidance has not yet been developed. The Expert Group may wish to discuss how to complete this text taking into consideration the references provided for each of the source specific subsections in Sections V and VI.

(j) Any remaining issues related to the development of the draft guidelines and guidance

17. The Expert Group may wish to discuss any remaining issues related to the development of the draft guidelines and guidance that it identifies.

Item 4: Process for presenting the report on the draft guidelines on best available techniques and provisional guidance on best environmental practice for consideration by the Conference of the Parties of the Stockholm Convention at its first meeting

18. The Expert Group will determine the overall process and schedule for submission of the draft guidance on best available techniques and provisional guidance on best environmental practice for consideration by the Conference of the Parties of the Stockholm Convention at its first meeting.

19. The Expert Group may wish to discuss and to agree upon its report on the draft guidelines and guidance to the first meeting of the Conference of the Parties.

Item 5: Other matters

20. The Expert Group may wish to consider other matters raised by participants in the course of the session.

Item 6: Adoption of the report

21. The Expert Group will be invited to consider and to adopt, with any amendments, the report of the work of its third session as prepared by the Co-chairs.

Item 7: Closure of the session

22. It is expected that the session will be closed by the Co-chairs by 5 p.m. on Saturday, 16 October 2004.
