



**United Nations
Environment
Programme**

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**Expert Group on Best Available Techniques and
Best Environmental Practices**

First meeting

Geneva, Switzerland, 28 November – 2 December 2005

Item 2 (b) of the provisional agenda*

Organizational matters: organization of work

**Scenario note for the first meeting of the Expert Group on Best
Available Techniques and Best Environmental Practices¹**

Note by the Secretariat

The annex to the present note contains a scenario note developed by the Co-Chairs of the Expert Group on Best Available Techniques and Best Environmental Practices, Mr. Gang Yu (China) and Mr. Bo Wahlstrom (Sweden), to assist participants in preparing for the first meeting of the Expert Group.

* UNEP/POPS/EGBATBEP.1/1.

¹ This document has not been formally edited.

Annex

Scenario note for the first meeting of the Expert Group on Best Available Techniques and Best Environmental Practices

1. The present scenario note is intended to assist participants in preparing for the first meeting of the Expert Group on Best Available Techniques and Best Environmental Practices by communicating initial planning and expectations for the meeting. All pre-meeting documents are available on the Stockholm Convention website (www.pops.int).

Objectives and possible outcomes of the meeting

2. The Expert Group has been mandated by the first Conference of the Parties to the Stockholm Convention on Persistent Organic Pollutants, to complete the tasks identified in decision SC-1/19, relevant to the provision of Article 5 of the Convention, for consideration by the Conference of the Parties at its third meeting scheduled to take place in May 2007.

3. The Expert Group is to meet twice, once prior to the second meeting of the Conference of the Parties and once prior to the third meeting of the Conference of the Parties.

4. It is expected that by the end of its first meeting, the Expert Group will have identified and agreed, where possible, on the following:

- a process to enhance the guidelines by making the document easier to understand and use;
- a process to take on board the relevant editorial comments submitted by Parties and others;
- any further sources to be included in the guidelines and a process to prepare these;
- relevant areas of the guidance where further work is to be undertaken in order to fully address the needs and circumstances of developing countries and countries with economies in transition;
- additional information on available alternatives, including indigenous ones, and on the use of substitute or modified materials, products and processes, with respect to Annex C sources;
- a process to develop criteria for evaluating alternatives;
- considerations that countries may take into account in establishing requirements for best available techniques and best environmental practices, including economic and social considerations as described in the Convention;
- an overall process and schedule to undertake intersessional work to be completed in advance of the second meeting of the Expert Group;
- dates for its second meeting;

Meeting agenda

5. The annotated agenda for the meeting (UNEP/POPS/EGBATBEP.1/1/Add.1) identifies the issues for discussion and the meeting and information documents pertaining to each issue. Most documents identify the provisions of the Convention or the decisions of the first meeting of the Conference of the Parties that provide the mandates for the activities that are discussed in the documents. Meeting documents also identify possible actions to be taken by the Expert Group. Members of the Expert Group are invited to notify the Secretariat prior to the meeting or, at the latest, during the consideration of the agenda during the meeting, of any issues that they feel should have been included on the agenda.

Organization of work

6. The meeting will take place from 28 November to 2 December 2005 (Monday to Friday). The proposed schedule for plenary meetings will be two three-hour sessions per day (10:00–13:00 and 15:00–18:00). There are no plans to hold evening plenary meetings. Working groups, such as ad hoc contact

groups and drafting groups will be established as needed throughout the week. A tentative schedule for the week is provided in document UNEP/POPS/EGBATBEP.1/INF/2.

7. Monday morning will begin with opening formalities and then proceed to organizational matters. Under this item, the Expert Group will need to adopt its agenda, with any amendments, and agree on the organization of work for the week. This will be followed by a report by the Secretariat on the preparatory work undertaken for the Expert Group meeting, including a brief summary of the six regional consultations on the draft guidelines on best available techniques and best environmental practices, held prior to the first meeting of the Conference of the Parties.

8. The Expert Group will then consider item 3 of the provisional agenda, further work on the enhancement or strengthening, where need be, of the Guidelines on best available techniques and best environmental practices relevant to the provision of Article 5 of the Convention. The Secretariat will be invited to make a presentation of the draft guidelines contained in document UNEP/POPS/COP.1/INF/7.

9. After a general discussion, the Expert Group will proceed to address the tasks identified in section II of the terms of reference, taking into account the comments on the draft guidance submitted by Parties and others (documents UNEP/POPS/EGBATBEP.1/3 and UNEP/POPS/EGBATBEP.1/INF/5) as well as the input from the six regional consultations held prior to the first meeting of the Conference of the Parties to the Stockholm Convention (document UNEP/POPS/EGBATBEP.1/INF/4).

10. To facilitate the work of the Expert Group, members and others are invited to come prepared to the meeting to provide information relevant to the following tasks identified in the section II of the terms of reference for the Expert Group, contained in document UNEP/POPS/EGBATBEP.1/INF/3:

- **Case studies** or examples of specific issues, that can assist in the identification or address more fully the needs and circumstances of developing countries and regions, particularly with respect to sources of relevance to developing countries of substances listed in Annex C to the Stockholm Convention;
- Provision of **additional information on available alternatives**, including indigenous ones, and on the use of substitute or modified materials, products and processes, with respect to Annex C sources and development of criteria for evaluating alternatives;
- Additional information on achievable release performance levels.

11. The report of the meeting will likely be considered on Friday afternoon. It is an important product of the meeting and will serve as a useful document to remind participants (and inform those who were not at the meeting) of the developments arising and agreements reached during the meeting. The report of the meeting as of the end of plenary on Thursday afternoon will be approved with any amendments in plenary on Friday. Consistent with past practice, the Expert Group may agree that the section of the report pertaining to the results of the Friday plenary meetings will be prepared by the Co-Chairs, in cooperation with the Secretariat.
