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**United Nations
Environment
Programme**

**Conference of the Parties of the Stockholm
Convention on Persistent Organic Pollutants
First meeting**

Punta del Este, Uruguay, 2–6 May 2005

Item 2 (c)

Organizational matters: organization of work

Annotated provisional agenda

Item 1. Opening of the meeting

1. The first meeting of the Conference of the Parties to the Stockholm Convention on Persistent Organic Pollutants will be held from 2 to 6 May 2005 at the Conrad Resort in Punta del Este, Uruguay. The meeting will be opened at 10 a.m. on Monday, 2 May 2005.
2. The Executive Director of the United Nations Environment Programme (UNEP) or in his absence, his representative, will preside until the Conference has elected its President.
3. Welcoming announcements will be made by a representative or representatives of the Government of Uruguay and by the Executive Director of UNEP, or in his absence, by his representative.

Item 2. Organizational matters

(a) Election of officers

4. Subject to the rules of procedure, the Conference will elect its president. Pending a decision to be taken by the Conference under agenda item 3 below, the Conference will elect either four or nine vice-presidents, one of whom shall also act as rapporteur.
5. Upon election, the President shall preside in accordance with the rules of procedure.

(b) Adoption of the agenda

6. Subject to the rules of procedure, the Conference may wish to adopt its agenda, amended as appropriate, on the basis of the provisional agenda contained in document UNEP/POPS.COP.1/1.

(c) Organization of work

7. The Conference has before it a scenario note for the meeting prepared by the Secretariat (UNEP/POPS/COP.1/INF/1).
8. The Conference may wish to establish a committee of the whole and such other standing and ad hoc subsidiary bodies as it may deem necessary and to specify their mandates.

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9. The Conference may wish to decide to meet from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m., subject to adjustments as necessary, and that the sessions on Thursday 5 May and Friday 6 May will be convened as a ministerial segment.

10. Assuming the Conference decides to convene a ministerial segment as described in the preceding paragraph, it is proposed that statements be permitted during the segment by representatives wishing to make them. For this purpose, a list of speakers will be established at the Secretariat on 11 April 2005. In drawing up the list of speakers, precedence will be given to heads of State, heads of Government, ministers for foreign affairs, cabinet ministers and others, in that order. The Conference may wish to set a time limit for each statement on the basis of the number of speakers inscribed on the list of speakers maintained by the Secretariat.

Item 3. Adoption of the rules of procedure for the Conference of the Parties and its subsidiary bodies

11. The Conference may wish to consider and, as appropriate, adopt its rules of procedure on the basis of the draft rules of procedure forwarded to it by the Intergovernmental Negotiating Committee and contained in document UNEP/POPS/COP.1/25.

Item 4. Report on the credentials of representatives to the first meeting of the Conference of the Parties

12. Rule 19 of the draft rules of procedure for the Conference of the Parties provides that the credentials of representatives and the names of alternate representatives and advisors must be submitted to the Secretariat, if possible no later than 24 hours after the opening of the meeting. Any change in the composition of a delegation must also be submitted to the Secretariat. Credentials must be issued either by a head of State or Government, or by a minister for foreign affairs or, in the case of a regional economic integration organization, by the competent authority of that organization. If a delegation submits credentials in copy or by fax, it should also submit the original credentials upon registration. Please note that submission of credentials prior to the meeting would greatly facilitate the advance clearing process by the Secretariat.

13. Representatives of Parties may participate in the meeting pending a decision of the Conference upon their credentials.

14. The Bureau, with the assistance of the Secretariat, will examine the credentials of the representatives of the Parties at the meeting and report thereon to the Conference, which will consider the report of the Bureau.

Item 5. Report on the achievements of the Intergovernmental Negotiating Committee for an International Legally Binding Instrument for Implementing International Action on Certain Persistent Organic Pollutants

15. The Secretariat will report on the achievements of the Intergovernmental Negotiating Committee. The Conference may wish to note the progress made since the Conference of Plenipotentiaries on the Stockholm Convention held on 22 and 23 May 2001 and express its appreciation to the Committee.

Item 6. Matters for consideration or action by the Conference of the Parties

16. The Conference will consider several sub-items under this agenda item. The sub-items are listed below in the order in which they appear in the text of the Stockholm Convention, and not necessarily in order of priority for consideration by the Conference. They will be taken up according to the priorities listed in the scenario note, starting with primary objectives listed therein.

(a) Measures to reduce or eliminate release from intentional production and use

(i) DDT

17. The Conference has before it notes by the Secretariat on the evaluation of the continued need for DDT for disease vector control (UNEP/POPS/COP.1/4) and on responses from Governments on the DDT reporting format and questionnaire, as well as other information relevant to the evaluation of the continued need for DDT for disease vector control (UNEP/POPS/COP.1/INF/5). The Conference may wish to take note of the information contained in these notes and consider the possible action listed in document UNEP/POPS/COP.1/4.

18. The Conference has before it a note by the Secretariat on the DDT register and a possible format for reporting by Parties that use DDT (UNEP/POPS/COP.1/3). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

(ii) Specific exemptions and related issues

19. The Conference has before it a note by the Secretariat on the review process for the entries in the register of specific exemptions (UNEP/POPS/COP.1/6). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

20. The Conference has before it a note by the Secretariat on the register of specific exemptions (UNEP/POPS/COP.1/5). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

21. The Conference has before it a note by the Secretariat on exempted use needs and possible case studies (UNEP/POPS/COP.1/7). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

22. The Conference has before it notes by the Secretariat on matters pertaining to notes (ii) and (iii) in Annex A and Annex B to the Stockholm Convention (UNEP/POPS/COP.1/INF/6) and on notifications provided pursuant to note (iii) of Annex A and note (iii) of Annex B to the Convention (UNEP/POPS/COP.1/INF/22). The Conference may wish to take note of the information contained in the notes.

(b) Measures to reduce or eliminate releases from unintentional production**(i) Guidelines on best available techniques and best environmental practices**

23. The Conference has before it notes by the Secretariat on the report by the co-chairs of the Expert Group on Best Available Techniques and Best Environmental Practices (UNEP/POPS/COP.1/8) and on draft guidelines on best available techniques and best environmental practices relevant to Article 5 and Annex C of the Convention (UNEP/POPS/COP.1/INF/7). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/8.

(ii) Identification and quantification of releases

24. The Conference has before it notes by the Secretariat on a standardized toolkit for identification and quantification of dioxin and furan releases (UNEP/POPS/COP.1/9), on the second edition of the toolkit (UNEP/POPS/COP.1/INF/8), on a compilation of comments received on the first edition of the toolkit (UNEP/POPS/COP.1/INF/9), and on responses to those comments (UNEP/POPS/COP.1/INF/10). The Conference may wish to take note of the information contained in these notes and consider the possible action listed in document UNEP/POPS/COP.1/9.

25. The Conference has before it a note by the Secretariat on a proposal for the ongoing review and updating of the standardized toolkit for identification and quantification of dioxin and furan releases (UNEP/POPS/COP.1/10). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

(c) Measures to reduce or eliminate releases from wastes: technical guidelines for the environmentally sound management of persistent organic pollutants

26. The Conference has before it notes by the Secretariat on technical guidelines for the environmentally sound management of persistent organic pollutant wastes (UNEP/POPS/COP.1/11) and on general technical guidelines on the environmentally sound management of wastes consisting of, containing or contaminated with persistent organic pollutants and technical guidelines for the environmentally sound management of wastes consisting of, containing or contaminated with polychlorinated biphenyls, polychlorinated terphenyls or polybrominated biphenyls adopted by the Conference of the Parties to the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal at its seventh meeting (UNEP/POPS/COP.1/INF/12). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/11.

(d) Implementation plans

27. The Conference has before it notes by the Secretariat on development of guidance to assist countries in the preparation of national implementation plans (UNEP/POPS/COP.1/12), on interim guidance for developing a national implementation plan for the Stockholm Convention (UNEP/POPS/COP.1/INF/13), on possible text for inclusion in the interim guidance for developing a national implementation plan under the Stockholm Convention relevant to the Rotterdam Convention on

the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (UNEP/POPS/COP.1/INF/13/Add.1), and on a compilation of comments received on the guidance (UNEP/POPS/COP.1/INF/14). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/12.

28. The Conference has before it a note by the Secretariat on the review and updating of national implementation plans (UNEP/POPS/COP.1/13). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

(e) Terms of reference of the Persistent Organic Pollutants Review Committee

29. The Conference has before it notes by the Secretariat on the revised and annotated draft terms of reference for the Persistent Organic Pollutants Review Committee (UNEP/POPS/COP.1/14), on the compilation of comments received on the draft terms of reference (UNEP/POPS/COP.1/INF/15) and on an overview of the regional distribution of Member States of the United Nations and of the Food and Agriculture Organization of the United Nations (UNEP/POP/COP.1/INF/16). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/14.

30. The Conference has before it a note by the Secretariat on a review and evaluation of existing approaches to conflict of interest procedures in similar multilateral environmental agreements and draft rules and procedures for preventing and dealing with conflicts of interests related to activities of the Persistent Organic Pollutants Review Committee (UNEP/POPS/COP.1/23). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

(f) Information exchange

31. The Conference has before it a note by the Secretariat on the clearing-house mechanism for information exchange on persistent organic pollutants (UNEP/POPS/COP.1/15). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

(g) Technical assistance

32. The Conference has before it notes by the Secretariat on technical assistance (UNEP/POPS/COP.1/16) and the compilation of comments received from Governments on areas and issues related to technical assistance identified when developing their national implementation plans (UNEP/POPS/COP.1/INF/17). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/16.

33. The Conference has before it notes by the Secretariat on a feasibility study on regional and subregional centres for capacity-building and technology transfer (UNEP/POPS/COP.1/27), on a summary of the results of four case-studies on regional and subregional centres for capacity-building and technology transfer under the Stockholm Convention (UNEP/POPS/COP.1/30), on the full report of those results (UNEP/POPS/COP.1/INF/26) and on results of a survey of institutions that were identified as having the potential to perform the function of a regional or subregional centre under the Stockholm Convention (UNEP/POPS/COP.1/INF/27). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/27.

(h) Financial resources, mechanisms and related financial arrangements

34. The Conference has before it notes by the Secretariat on draft guidance to the financial mechanism (UNEP/POPS/COP.1/17) and a compilation of comments received from Governments through the open-ended working group on the financial mechanism (UNEP/POPS/COP.1/INF/18). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/17.

35. The Conference has before it notes by the Secretariat on draft terms of reference for the review of the financial mechanism (UNEP/POPS/COP.1/18) and a compilation of comments received from Governments and observers on the draft terms of reference (UNEP/POPS/COP.1/INF/19). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/18.

36. The Conference has before it notes by the Secretariat on a memorandum of understanding between the Council of the Global Environment Facility and the Conference of the Parties to the Stockholm Convention (UNEP/POPS/COP.1/19), on a compilation of comments received from Governments on the draft memorandum (UNEP/POPS/COP.1/INF/20) and on a report of the Global Environment Facility to the Conference of the Parties of the Stockholm Convention at its first meeting

(UNEP/POPS/COP.1/INF/11). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/19.

(i) Reporting

37. The Conference has before it notes by the Secretariat on Party reporting, format and timing (UNEP/POPS/COP.1/20) and a summary of the results of field-testing of the draft model format for Party reporting (UNEP/POPS/COP.1/INF/21). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/20.

(j) Effectiveness evaluation

38. The Conference has before it notes by the Secretariat on effectiveness evaluation (UNEP/POPS/COP.1/21), on guidance on the global persistent organic pollutants monitoring programme (UNEP/POPS/COP.1/INF/23) and on the global persistent organic pollutants laboratory inventory (UNEP/POPS/COP.1/INF/24). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/21.

(k) Non-compliance

39. The Conference has before it a note by the Secretariat on a status report on development of procedures and institutional mechanisms for determining non-compliance with the Stockholm Convention (UNEP/POPS/COP.1/22). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

(l) Settlement of disputes: rules on arbitration and conciliation

40. The Conference has before it a note by the Secretariat on settlement of disputes (UNEP/POPS/COP.1/29). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

(m) Financial rules for the Conference of the Parties and any subsidiary bodies, as well as financial provisions governing the functioning of the Secretariat

41. The Conference has before it notes by the Secretariat on the draft financial rules for the Conference of the Parties and its subsidiary bodies as well as the financial provisions governing the functioning of the Convention Secretariat (UNEP/POPS/COP.1/28) and the financial rules for the Conference of the Parties to the Rotterdam Convention, its subsidiary bodies and the Convention secretariat (UNEP/POPS/COP.1/INF/25). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/28.

(n) Secretariat location

42. The Conference has before it a note by the Secretariat on location of the Secretariat (UNEP/POPS/COP.1/26). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

(o) Liability and redress

43. The Conference has before it a note by the Secretariat on liability and redress (UNEP/POPS/COP.1/24). The Conference may wish to take note of the information contained in the note and consider the possible action listed therein.

Item 7. Activities of the Secretariat and adoption of the budget

44. The Conference has before it notes by the Secretariat on the activities of the Secretariat and the adoption of a budget for 2006 and 2007 (UNEP/POPS/COP.1/2), on possible arrangements for a joint head of the secretariats of the Rotterdam and Stockholm Conventions (UNEP/POPS/COP.1/INF/2), and on a cost analysis of each of the proposals put forward by the Intergovernmental Negotiating Committee to the Conference of the Parties (UNEP/POPS/COP.1/INF/4). The Conference may wish to take note of the information contained in the notes and consider the possible action listed in document UNEP/POPS/COP.1/2 and the proposals included in documents UNEP/POPS/COP.1/INF/2 and UNEP/POPS/COP.1/INF/4.

45. Updated information will be provided at the beginning of the meeting in document UNEP/POPS/COP.1/INF/3 on expenditures incurred and contributions pledged or received.

Item 8. Other matters

46. The Conference may wish to consider the date and venue of its second meeting, taking into account rules 3 and 4 of the draft rules of procedure for the Conference of the Parties. The Conference may wish to decide on the date, duration and venue for its second meeting.

47. The Conference may wish to consider other matters raised by delegations in the course of the meeting.

Item 9. Adoption of the report

48. At its final session, the Conference will be invited to consider and adopt the draft report on its work prepared by the Rapporteur.

Item 10. Closure of the meeting.

49. It is expected that the meeting will be closed by the President by 6 p.m. on Friday, 6 May 2005.
