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**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) of the provisional agenda*

Organizational matters: organization of work

**Scenario note for the first meeting of the Conference of the Parties of
the Stockholm Convention**

Note by the Secretariat

The annex to the present note contains a scenario note prepared by the Secretariat to assist participants in preparing for the first meeting of the Conference of the Parties of the Stockholm Convention on Persistent Organic Pollutants.

* UNEP/POPS/COP.1/1.

Annex

Scenario note for the first meeting of the Conference of the Parties of the Stockholm Convention

1. The present scenario note is intended to assist delegates in preparing for the first meeting of the Conference of the Parties of the Stockholm Convention on Persistent Organic Pollutants by communicating initial planning and expectations for the session. All pre-session meeting documents will be available on the Stockholm Convention website (www.pops.int) by 18 March 2005, although some information documents will be distributed at the meeting. The timely availability of these documents should provide delegates with sufficient time to review them, conduct consultations and make other preparations favourable to ensuring a productive meeting.

Objectives and possible outcomes of the meeting

2. The objectives of the meeting are determined by two factors: decisions that, according to the terms of the Convention, must be taken at the first meeting of the Conference of the Parties ; and the need for the Conference of the Parties to take action on practical measures that are required to ensure the timely implementation of the Convention and successful operation of the Conference in future years.

3. The primary objective of the meeting is to ensure that the Conference adopts those decisions required by the Convention to be taken at the first meeting of the Conference. Those decisions should:

(a) Provide for the evaluation, in consultation with the World Health Organization, of the continued need for DDT for disease vector control on the basis of available scientific, technical, environmental and economic information;

(b) Decide upon a review process for entries in the register of specific exemptions;

(c) Adopt appropriate guidance to be provided to the financial mechanism and agree with the entity or entities participating in the mechanism upon arrangements to give effect thereto, by adopting a memorandum of understanding with the Council of the Global Environment Facility;

(d) Establish a schedule and adopt a format for reports to be submitted by Parties on the measures taken to implement the Convention and on the effectiveness of such measures in meeting the objectives of the Convention;

(e) Establish arrangements for providing the Conference of the Parties with comparable monitoring data on the presence of persistent organic pollutants as well as their regional and global environmental transport;

(f) Adopt rules of procedure and financial rules for the Conference of the Parties and any subsidiary bodies and financial provisions (i.e., budget) governing the functioning of the Secretariat;

(g) Establish the subsidiary Persistent Organic Pollutants Review Committee, decide on its terms of reference, organization and operation and appoint its members to perform the functions assigned to the Committee by the Convention.

4. The second objective of the meeting is for the Conference of the Parties to take decisions or other action on as many as possible of the following items that are or will be required to implement the Convention or to make decisions at subsequent meetings of the Conference. Those actions should result in:

(a) Adoption of a format for the DDT register;

(b) Adoption of a format, developed in cooperation with the World Health Organization, for reports on DDT to be submitted every three years by Parties using DDT;

(c) Adoption of a format for the register of specific exemptions;

(d) Agreement on a process for developing guidelines to assist Parties in preventing the formation and release of chemicals listed in Annex C;

(e) Adoption of guidelines on best available techniques (BAT) and best environmental practices (BEP) relevant to Article 5 and Annex C;

- (f) Endorsement of a toolkit for evaluating releases of chemicals in Annex C and agreement on a process for updating it;
- (g) Establishment of levels of destruction and irreversible transformation necessary to ensure that the persistent organic pollutant characteristics specified in paragraph 1 of Annex D are not exhibited;
- (h) Determination of the methods that constitute environmentally sound disposal for persistent organic pollutants;
- (i) Establishment, as appropriate, of concentration levels for the chemicals listed in Annexes A, B and C in order to define the “low” persistent organic pollutant content referred to in paragraph 1 (d)(ii) of Article 6;
- (j) Adoption of guidance on the development of national implementation plans;
- (k) Adoption of guidance on the review and updating of national implementation plans;
- (l) Provision of guidance on the further development of the Secretariat proposal for a clearing-house mechanism;
- (m) Adoption of guidance on technical assistance for capacity-building relating to implementation of Convention obligations;
- (n) Provision of guidance on and establishment, as appropriate, of arrangements for technical assistance and promoting the transfer of technology to developing country Parties and Parties with economies in transition relating to implementation of the Convention and regional and subregional centres for capacity-building and transfer of technology to assist developing country Parties and Parties with economies in transition to fulfil their obligations under the Convention;
- (o) Adoption of terms of reference for the review of the effectiveness of the financial mechanism not later than the second meeting of the Conference and thereafter on a regular basis, including its ability to address the changing needs of developing country Parties and Parties with economies in transition, the criteria and guidance referred to in paragraph 7 of Article 13, the level of funding and the effectiveness of the performance of the institutional entities entrusted to operate the financial mechanism;
- (p) Development and approval, as soon as practicable, of procedures and institutional mechanisms for determining non-compliance with the provisions of the Convention and for the treatment of Parties found to be in non-compliance;
- (q) Adoption of arbitration procedures in an annex to the Convention as soon as practicable;
- (r) Adoption of procedures relating to a conciliation commission in an annex to the Convention not later than the second meeting of the Conference;
- (s) Agreement on the location of the Secretariat;
- (t) Consideration of a report on liability and redress and agreement on possible future action.

Meeting agenda

5. The annotated agenda for the meeting (UNEP/POPS/COP.1/1/Add.1) will identify the issues for discussion and the meeting and information documents pertaining to each issue. Most documents identify the provisions of the Convention, the resolutions of the Conference of Plenipotentiaries or the decisions of the Intergovernmental Negotiating Committee for an International Legally Binding Instrument for Implementing International Action on Certain Persistent Organic Pollutants that provide the mandates for the activities that are discussed in the documents. Meeting documents also identify possible actions to be taken by the Conference. Delegations are invited to identify to the Secretariat prior to the meeting or, at the latest, during the consideration of the agenda at the meeting, any issues that they feel should have been included in the agenda.

Organization of work

6. The meeting will comprise five days of sessions from 2 to 6 May 2005 (Monday to Friday), with provision for regional meetings on May 1 (Sunday) for delegates from all regions. The Secretariat will

allow for these meetings in making travel arrangements for those delegates for whom they provide assistance. Thursday and Friday will be convened as a ministerial level segment.

7. From Monday to Friday, the proposed daily 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.

8. Monday morning will begin with opening formalities and then proceed to organizational matters. The Conference will be invited to apply provisionally the rules of procedure to permit the election of a President to guide the meeting. While the rules of procedure contain unresolved issues, the lack of resolution of these issues should not prevent the election of a President for the meeting, the adoption of the agenda for the session, amended as appropriate, or agreement on the organization of work. The unresolved issues in the rules of procedure will be addressed later in the meeting.

9. The Conference will then address the issue of the credentials of Parties to the meeting and likely establish a mechanism to evaluate those credentials and to report back to the meeting. This will be followed by a report on the achievements of the Intergovernmental Negotiating Committee since the Conference of Plenipotentiaries adopted the Convention in May 2001.

10. Based on the successful approach that was employed at the first meeting of the Conference of the Parties to the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade, the Conference may wish to establish a committee of the whole to address substantive issues relating primarily to item 6 of the provisional agenda and a contact group to consider legal and budget issues. Following establishment of the committee, the plenary session would likely be adjourned until Thursday morning and the committee of the whole would meet until the end of the day on Wednesday. The contact group on legal and budget issues would meet as necessary throughout the week and would be expected to address remaining issues in the rules of procedure of the Conference of the Parties, the financial rules, the budget of the Secretariat and any other legal or administrative issues assigned to it.

11. Given the large number of issues to address and the short period of time available, it is expected that the committee of the whole would need to address the primary objectives listed above as items of first priority. It may wish to start with such matters as the terms of reference for the POPs review committee and guidance to the financial mechanism. The committee may also need to address certain secondary objective issues early on in the meeting if such issues are expected to be considered by the contact groups. This may be the case with consideration of adoption and further work on the guidelines on best available techniques and guidance on best environmental practices.

12. The committee of the whole may need to establish contact or drafting groups to address specific issues. To ensure that all meeting participants are kept abreast of the activities of any groups that are established, the morning sessions of the committee on Tuesday and Wednesday will begin with reports from the various groups. It is anticipated that on 5 and 6 May, reports will be made during the ministerial segment of the meeting on the results achieved by the committee of the whole and the contact group on legal and budget issues.

13. The ministerial level segment will provide an opportunity for participants to give statements and for the Conference to take decisions. During this segment, decisions will be adopted on the basis of draft decisions submitted by the committee of the whole and any other subsidiary groups established by the Conference sitting in plenary.

14. 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 arrived at 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 the practice followed at meetings of the conferences of parties to other multilateral environmental agreements, the Parties may agree that the section of the report pertaining to the results of the Friday plenary meetings will be prepared by the rapporteur, in cooperation with the Secretariat, and incorporated in the meeting report under the authority of the President.