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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 7 of the provisional agenda*

Activities of the Secretariat and adoption of the budget

**Possible arrangements for a joint head of the secretariats of the
Rotterdam and Stockholm Conventions**

Note by the Secretariat

Annexed to the present note is information provided by the secretariat of the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade. The text of the annex has not been formally edited.

* UNEP/POPS/COP.1/1.

Annex



*Secretariat of the Rotterdam Convention on the
Prior Informed Consent Procedure
for Certain Hazardous Chemicals and Pesticides in
International Trade*



Plant Protection Service
Plant Production and Protection Division
Food and Agriculture Organization of the United Nations (FAO)
Viale delle Terme di Caracalla 00100 Rome, Italy

Tel: (+39 06) 5705 3441 Fax: (+39 06) 5705 6347
[E-mail: pic@fao.org](mailto:pic@fao.org)

United Nations Environment Programme (UNEP)
11-13, Chemin des Anémones CH – 1219 Châtelaïne, Geneva,
Switzerland
Tel: (+41 22) 917 8296
Fax: (+41 22) 797 3460
[E-mail: pic@unep.ch](mailto:pic@unep.ch)

Geneva/Rome, 17 December 2004

Subject: Possible arrangements for a joint head of the secretariats of the Rotterdam and Stockholm Conventions.

Dear Sir/Madam,

I have the pleasure to refer to 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, that took place from 20-24 September 2005 in Geneva.

At this meeting, the Conference, in paragraph nine of its decision RC-1/17, invited the Conference of the Parties to the Stockholm Convention on Persistent Organic Pollutants at its first meeting to consider, if feasible and appropriate, co-financing in 2006 the position of a joint head of the secretariats of both the Stockholm and Rotterdam conventions at the level of D-1. The text of decision RC-1/17 is attached to this letter.

By the present letter I kindly request the secretariat to the Stockholm Convention on Persistent Organic Pollutants to make this invitation available to the first meeting of the Parties to the Stockholm Convention. Please do not hesitate to contact me if you need any further information.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Niek Van Der Graaff', written over a horizontal line.

Niek Van Der Graaff
Executive Secretary

Stockholm Convention Secretariat
UNEP
11-13 Chemin des Anémones
1219 Châtelaïne
Switzerland

Copy to: OED, UNEP

Attachment**RC-1/17: Financing and budget for the biennium 2005–2006**

The Conference of the Parties,

Recalling paragraph 4 of article 18 of the Convention,

1. *Invites* the Executive Director of the United Nations Environment Programme to establish on an interim basis for the period 2005-2006:

- (a) A general trust fund for the operational budget;
- (b) A voluntary special trust fund;

2. *Approves* the operational budget of 3,667,041 United States dollars for 2005 and an indicative operational budget of 3,542,159 United States dollars for 2006 for the purposes set out in table 1 of the present decision;

3. *Decides* that the indicative figure for 2006 will be reconsidered at the second meeting of the Conference of the Parties on the basis of recommendations made by the head(s) of the Convention secretariat;

4. *Welcomes* the annual contribution of 1.2 million euros pledged by the host Governments of the Convention secretariat to offset planned expenditures;

5. *Adopts* the indicative scale of assessments for the apportionment of expenses for 2005 and provisionally for 2006 as contained in table 2 of the present decision, and authorizes the head(s) of the Convention secretariat, in keeping with the financial rules, to adjust the scale to include all Parties for which the Convention enters into force before 1 January 2005 for 2005, and before 1 January 2006 for 2006;

6. *Invites* the United Nations Environment Programme and the contributors to the trust fund established for the interim phase of the Convention to transfer the unused balance of that fund to one of the trust funds referred to in paragraph 1 above, and requests the head(s) of the Convention secretariat to account for the funds thus transferred;

7. *Invites* the governing bodies of the United Nations Environment Programme and the Food and Agriculture Organization of the United Nations to continue their financial support for the operation of the Convention and its secretariat in 2005 and 2006;

8. *Approves* the staffing table of the Convention secretariat for the operational budget for 2005 and indicative staffing table for 2006 as contained in table 3 of the present decision;

9. *Invites* the Conference of the Parties to the Stockholm Convention on Persistent Organic Pollutants at its first meeting to consider, if feasible and appropriate, co-financing in 2006 the position of a joint head of the secretariats of both the Stockholm and Rotterdam conventions at the level of D-1;

10. *Authorizes* the head(s) of the Convention secretariat to make transfers of up to 20 per cent of one main appropriation line of the approved budget to other main appropriation lines;

11. *Authorizes* the head(s) of the Convention secretariat to make commitments up to the level of the approved operational budget, drawing on available cash resources;

12. *Decides* to set the minimum working capital reserve for 2005–2006 at a level of 8.3 per cent of the estimated expenditure of the operational budget, including programme support costs;

13. *Decides further* that designated contributions from the surplus of the General Trust Fund for the interim phase of the Convention should, and any contributions from non-Parties in accordance with paragraph 14, shall, be added to the working capital reserve for 2005–2006 for the purpose of increasing its level to 15 per cent of the estimated expenditure of the operational budget, including programme support costs, for the year 2006;

14. *Decides* that a non-party to the Convention may contribute to the General Trust Fund in 2005–2006 for the purpose of augmenting the working capital reserve;

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15. *Takes note* of the funding estimates for activities under the Convention to be financed from the voluntary special trust fund included in table 4 of the present decision; and urges Parties and invites non-parties as well as other sources to contribute to this fund;

16. *Decides* that, on an exceptional basis and subject to available resources, funding for participation from the voluntary special trust fund may be made available to developing countries, in particular least developed countries, and to countries with economies in transition which provide a clear commitment towards becoming parties to the Convention. Evidence of such political commitment may, among other things, take the form of a written assurance to the head(s) of the Convention secretariat that the country intends to become a party to the Convention;

17. *Invites* Parties to note that contributions to the operational budget for a calendar year are expected on 1 January of that year, and urges Parties in a position to do so to pay their contributions promptly and in full, and in this regard requests that Parties be notified of the amount of their contributions for a given year by 15 October of the previous year;

18. *Invites* Parties to notify the head(s) of the Convention secretariat of all contributions that they make to the operational budget at the time such payments are made;

19. *Requests* the head(s) of the Convention secretariat to publish a list of assessed contributions received on the web site of the Convention and to keep this list up to date;

20. *Requests* the head(s) of the Convention secretariat to report on the secretariat's activities, income and budget for 2005 and 2006, to prepare a budget for the biennium 2007–2008 and to make recommendations on the future trusteeship of the Convention trust funds to the Conference of the Parties at its third meeting;

21. *Notes* the need to facilitate priority-setting by providing Parties with timely information on the financial consequences of different options, taking into account paragraph 18, and, to this end, requests the head(s) of the Convention secretariat to include in the proposed operational budget for the biennium 2007–2008 three alternatives based on:

- (a) His or her assessment of the required rate of growth of the operational budget;
- (b) Maintaining the operational budget at the 2005–2006 level in nominal terms;
- (c) Increasing the operational budget at the 2005–2006 level by 10 per cent in nominal terms;

22. *Requests* the head(s) of the Convention secretariat to provide the Parties with an indication of the staffing and financial implications of recommendations that have been forwarded to the Conference of the Parties at its future meetings;

23. *Requests* the head(s) of the Convention secretariat, in the light of the decision on the location of the secretariat and the experience of other international agreements and institutions, and within available resources, to undertake a study of the advantages and disadvantages of using the euro, the Swiss franc or the United States dollar as the currency of the accounts and budget of the Convention for consideration by the Conference of the Parties at its third meeting.