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

Dakar, 30 April–4 May 2007

Item 5 (g) of the provisional agenda\*

**Matters for consideration or action by the Conference of the Parties:  
technical assistance**

**Draft terms of reference for the process of selecting regional and  
subregional centres for capacity-building and transfer of  
technology\*\***

**Note by the Secretariat**

1. Paragraph 4 of Article 12 of the Stockholm Convention reads as follows:  
“The Parties shall establish, as appropriate, arrangements for the purpose of providing technical assistance and promoting the transfer of technology to developing country Parties and Parties with economies in transition relating to the implementation of this Convention. These arrangements shall include 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 this Convention. Further guidance in this regard shall be provided by the Conference of the Parties.”
2. In its decision SC-2/9 the Conference of the Parties adopted terms of reference for regional and subregional centres for capacity-building and transfer of technology under the Stockholm Convention as well as criteria for evaluating their performance.
3. In the same decision the Conference of the Parties requested the Secretariat to develop draft terms of reference for the process of selecting regional and subregional centres for capacity-building and transfer of technology for consideration by the Conference of the Parties at its third meeting and in doing so to consult with Convention contact points and with existing regional and subregional centres

\* UNEP/POPS/COP.3/1.

\*\* Stockholm Convention, Article 12, paragraphs 3 and 4; reports of the Conference of the Parties of the Stockholm Convention on Persistent Organic Pollutants on the work of its first meeting (UNEP/POPS/COP.1/31), annex I, decisions SC-1/15 and 16, and on the work of its second meeting (UNEP/POPS/COP.2/30), annex I, decision SC-2/9.

and their host organizations providing technical assistance and technology transfer for chemicals and wastes issues.

4. In the course of the consultations called for in decision SC-2/9 the Secretariat received submissions from the following Parties to the Convention: Antigua and Barbuda, Brazil, China, Norway and Slovakia. The submissions received by the Secretariat are set out in the annex to document UNEP/POPS/COP.3/INF/5.

5. In accordance with decision SC-2/9, and taking into account the submissions mentioned in the preceding paragraph, the Secretariat has developed the draft terms of reference for the process of selecting regional and subregional centres for capacity-building and transfer of technology set out in the annex to the present note for consideration and possible decision by the Conference of the Parties at its third meeting.

**Possible action by the Conference of the Parties**

6. The Conference may wish:

- (a) To take note of the information contained in the present note;
- (b) To adopt with any amendments the draft terms of reference for the process of selecting regional and subregional centres for capacity-building and transfer of technology set out in the annex to the present note;
- (c) To request the Secretariat to initiate the process for the selection of regional and subregional centres and to transmit the present decision to the entities of the Convention's financial mechanism;
- (d) To invite Parties, observers and other relevant organizations and institutions to submit their comments to the Secretariat on:
  - (i) Their experience in participating during the period between the third and fourth meetings of the Conference of the Parties in the selection process for regional and subregional centres;
  - (ii) Their views on how to improve the selection process;
  - (iii) Priority needs for the period 2009–2013 for technical assistance and technology transfer identified by Parties in their national implementation plans for which assistance could be provided through a regional or subregional centre;
- (e) To consider the comments received pursuant to subparagraph (d) at its fourth meeting and make any amendments to the selection process if necessary at that meeting.

## Annex

# Draft terms of reference for the process of selecting regional and subregional centres for capacity-building and the transfer of environmentally sound technologies under the Stockholm Convention

## I. Mandate

1. Paragraph 4 of Article 12 of the Stockholm Convention calls for Parties to establish, as appropriate, arrangements for the purpose of providing technical assistance and promoting the transfer of technology to developing country Parties and Parties with economies in transition relating to the implementation of the Convention. These arrangements are to include 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.
2. Pursuant to paragraph 4 of Article 12, the Conference of the Parties, in its decision SC-2/9, adopted terms of reference for regional and subregional centres for capacity-building and transfer of technology as well as criteria for evaluating the performance of such centres. The terms of reference and criteria are set out in annexes I and II, respectively, to that decision.
3. Paragraph 3 of the terms of reference for the centres indicates that “[e]ach centre, in accordance with its area of expertise, may be entrusted by the Conference of the Parties to the Stockholm Convention with the implementation of specific tasks related to priorities identified in a particular region or subregion being served by the centre.”
4. Paragraph 31 of the terms of reference states as follows:

“Activities in the area of capacity-building and the promotion of transfer of technology undertaken by regional and subregional centres to assist developing country Parties and Parties with economies in transition in the implementation of the Convention according to Article 12 of the Convention may be funded as appropriate and mutually agreed through the financial mechanism of the Convention which was established under Article 13 and consequently must be consistent with the guidance to the financial mechanism adopted by the Conference of the Parties in its decision SC-1/9 and set forth in the annex to that decision”

## II. Process

5. With the aim of ensuring that regional and subregional centres for capacity-building and the transfer of technology are able to address the changing needs of developing country Parties and Parties with economies in transition in implementing their obligations under the Stockholm Convention, the process for selecting regional and subregional centres will be undertaken on the basis of project proposals to be funded through the financial mechanism established under Article 13 of the Convention.

### A. Identification of needs

6. Paragraph 2 of the terms of reference for regional and subregional centres for capacity-building and transfer of technology provides that the centres shall undertake activities in accordance with the guidance on technical assistance and transfer of environmentally sound technologies set out in the annex to decision SC 1/15 . It also provides that priority consideration should be given to the provision of technical assistance and the transfer of environmentally sound technologies relevant to the areas listed in paragraph 10 of that guidance.
7. Recognizing that needs and circumstances will change over time at the global, regional, subregional and national levels, the Conference of the Parties will at each of its meetings select, from among the areas of technical assistance and the transfer of environmentally sound technologies listed in paragraph 10 of the above-mentioned guidance on technical assistance, the specific priority areas to be addressed by the regional and subregional centres over a given period of time. An initial list of priority areas is set out in chapter IV below.

8. In the light of the preceding paragraph, the Secretariat shall:
- (a) Notify Parties of the specific priority areas for technical assistance and transfer of technology selected by the Conference of the Parties at its last meeting;
  - (b) Invite eligible Parties to submit expressions of interest in receiving technical assistance and/or transfer of technology in one or more of the areas selected.

**B. Expressions of interest in receiving technical assistance and/or transfer of technology**

9. Pursuant to paragraph 8 (b) above, interested eligible Parties shall submit to the Secretariat expressions of interest in receiving technical assistance or transfer of technology in one or more of the areas identified by the Conference of the Parties.
10. Such expressions of interest must at a minimum contain the following information:
- (a) The area of technical assistance which is of the highest priority for the Party;
  - (b) The type of activity relevant to the priority area identified for which the Party would like a regional or subregional centre to undertake a project;
  - (c) An explanation of how the priority area selected relates to the priorities and needs identified in the Party's national implementation plan;
  - (d) The expected outcomes from the project;
  - (e) The identities of the stakeholders to be involved in the Party's proposed activities.
11. The deadline for the submission of expressions of interest regarding proposed projects in one or more priority areas agreed at a meeting of the Conference of the Parties is two months after such meeting. Expressions of interest that are incomplete or are received after the deadline will not be considered.

**C. Submission of project proposals by institutions wishing to serve as regional or subregional centres under the Stockholm Convention**

12. Existing interested institutions whose expertise is in one of the areas identified by the Conference of the Parties as described above in section A of the present chapter, that meet all the requirements set out in the terms of reference for regional and subregional centres for capacity-building and transfer of technology under the Stockholm Convention contained in annex I to decision SC-2/9 and that wish to serve as such a centre shall submit to the Secretariat expressions of interest in doing so containing project proposals designed to address at least one of the specific priority areas selected by the Conference of the Parties
13. Such expressions of interest must contain the following elements:
- (a) A completed application form, containing information indicating how the institution meets the requirements to serve as a regional or subregional centre in accordance with the terms of reference set out in annex I to decision SC-2/9 and clearly indicating the institution's area of expertise and how it relates to the project proposal being submitted;
  - (b) A full project proposal with objectives, a work plan, a budget, a description of the intended geographical scope and an evaluation plan. The project proposal must address at least one of the priority areas identified by the Conference of the Parties, as well as the specific requests submitted by Parties as described in section B of the present chapter and must be consistent with the guidance to the financial mechanism adopted by the Conference of the Parties;
  - (c) Relevant endorsement letters from eligible Parties included in the project;
  - (d) Information concerning any sources for co-financing of the project and, where relevant, letters pledging such support.
14. The deadline for the submission to the Secretariat of expressions of interest regarding proposed projects in one or more priority areas agreed at a meeting of the Conference of the Parties is six months after such meeting. Expressions of interest that are incomplete or are received after the deadline will not be considered.

## D. Selection of project proposals submitted by interested institutions

15. The Secretariat will verify that the expressions of interest submitted by interested institutions are consistent with the terms of reference for regional and subregional centres for capacity-building and transfer of technology and include the information described in section C of the present chapter. The Secretariat will submit a report to the Parties and others inviting comments on the project proposals contained in those expressions of interest that meet all applicable requirements.

16. An evaluation committee is established to review the project proposals that meet all the requirements. The committee will comprise:

- (a) Five representatives of Parties, one from each of United Nations region;
- (b) Two experts from non-governmental organizations with expertise in the relevant areas of technical assistance;
- (c) One representative from the financial mechanism established under Article 13 of the Convention;
- (d) One representative of the Secretariat.

17. Taking into account the priority areas for technical assistance and transfer of technology identified by the Conference of the Parties, the report prepared by the Secretariat and the comments submitted by Parties and others on the project proposals, the evaluation committee will review the project proposals under consideration and will decide which project proposals qualify as Stockholm Convention regional or subregional centre projects and recommend these to entities of the financial mechanism for funding.

18. An institution whose project proposal is deemed successful pursuant to the review mentioned in paragraph 16 above is responsible for submitting through the relevant channels its project proposal for consideration by the financial mechanism.

## III. Execution

19. An institution whose project proposal is selected will serve for the duration of the relevant project as a regional or subregional centre for capacity-building and the transfer of technology under the Stockholm Convention.

20. The performance of the selected institution will be evaluated in accordance with the criteria for evaluating the performance of regional or subregional centres for capacity-building and transfer of technology set out in annex II to decision SC-2/9.

## IV. Initial priority areas

21. Consistent with paragraph 10 of the guidance on technical assistance set out in the annex to decision SC-1/15 and taking into account decisions SC-2/2 on DDT and SC-2/13 on effectiveness evaluation, the Secretariat has compiled the following list of priority areas in which technical assistance may be provided through projects by regional and subregional centres for capacity-building and the transfer of technology over the period between the third and the fourth meetings of the Conference of the Parties:

- (a) The development and introduction of alternatives to persistent organic pollutants, with special emphasis on reducing the need for specific exemptions;<sup>1</sup>
  - Evaluation of the comparative efficacy and environmental and human health safety of alternative insecticides to DDT and other control measures and strategies (see decision SC-2/2);
  - Verification of the continued efficacy and cost effectiveness of alternative insecticides to DDT and other control measures at the national level (see decision SC-2/2);
- (b) Effectiveness evaluation, including monitoring of levels of persistent organic pollutants;<sup>2</sup>

<sup>1</sup> See paragraph 10 (d) (i) of the annex to decision SC-1/15.

- Development and implementation of strategic regionally based arrangements for obtaining core media data from existing monitoring programmes and regional reporting;
  - Capacity-building to ensure the participation of Parties in the global monitoring plan for the effectiveness evaluation.
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2 See paragraph 10 (m) of the annex to decision SC-1/15.