

PROGRAMME OF WORK AND BUDGET

**FOR THE BIENNIUM 2024-2025: OVERVIEW OF ACTIVITIES
AND BUDGET PLANNED UNDER THE
MINAMATA CONVENTION**



16 January 2024

Programme of work and budget for the biennium 2024–2025: Overview of the activities and budget planned under the Minamata Convention

Prepared by the Secretariat based on COP-5 document UNEP/MC/COP.5/INF/36 and COP-5 decisions

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Fact sheet A. Conferences and meetings

Activity 1. Sixth meeting of the Conference of the Parties

Budget

General Trust Fund Special Trust Fund

Reference

UNEP/MC/COP.5/23: Programme of work and budget: proposed operational budgets for the two funding scenarios for the biennium 2024-2025

Mandate

Convention: Article 23

COP decision(s): MC-1/10, MC-1/15, MC-2/5, and paragraph 198 of the Report of COP-3, MC-4/13, MC-5/1, MC-5/20, MC-5/21.

Background and rationale

The Conference of the Parties (COP) is the decision-making body of the Convention. The organization of its meetings is a core activity of the Secretariat. The sixth meeting of the Conference of the Parties will be held over a period of five days to allow Parties to take relevant decisions to advance the implementation of the Convention and to continue its review and evaluation. The timing and duration of COPs are subject to a decision by the Conference of the Parties.

COP-6 will be held on 3-7 November 2025, in Geneva, Switzerland.

In decision MC-5/1, the COP encouraged Parties to support, as appropriate, participation of Indigenous Peoples organizations, as well as local communities and other relevant stakeholders, in meetings of the Conference of the Parties, and other related processes.

The COP-6 be conducted in accordance with UNEP environmental sustainability policy and the Secretariat's environmental sustainability efforts. A number of measures will be put in place to reduce the environmental impact of the COP.

Outcomes and activities

Component 1.1. Sixth meeting

OUTCOMES

Arrangements for the sixth meeting of the Conference of the Parties are made and quality services provided. Parties from developing countries and countries with economies in transition are supported to participate in the meeting and thus contribute to the decision-making process. Meeting documents are prepared.

ACTIVITIES

- Prepare, edit, translate and publish meeting documents;

- Send invitation and confirmation letters, register participants, ensure accreditation of delegates and organize travel for funded participants (subject to the availability of resources);
- Provide support to the President (staff costs);
- Provide conference servicing at the meeting;
- Provide interpretation at the meeting in the six UN languages;
- Organize logistics at the meeting (meeting venue, UN security, information technology);
- Prepare and translate meeting report.

INDICATORS OF ACHIEVEMENT

- Percentage of working documents made available in languages within deadlines;
- Meeting facilities and services provided to ensure smooth running of the meeting;
- Participation of at least one representative per Party to the Minamata Convention that is a developing country or country with economy in transition in the COP;
- Indigenous Peoples organizations, as well as local communities and other relevant stakeholders, participate in the COP;
- Number of men/women within delegations, chairs of contact and other groups.

MEANS OF VERIFICATION

- Meeting webpage for registration, documentation, and logistic info;
- COP meeting report and feedback from meeting participants;
- List of participants of the COP and registration data.

Component 1.2. Regional preparatory meetings

OUTCOMES

Arrangements for regional preparatory meetings made and quality services provided. Parties to the Convention are supported to prepare for COP-6 in 2025. Parties become familiar with the agendas and organization of work of the meeting and to have the opportunity to discuss regional challenges and positions.

ACTIVITIES

- Organize travel of funded participants for regional preparatory meetings (subject to the availability of funding);
- Arrange equipment, meeting venue, and provide interpretation for regional preparatory meetings where this is needed (subject to the availability of funding);
- Staff travel to regional preparatory meetings;
- Staff support for organizing regional preparatory meetings (staff costs).

INDICATORS OF ACHIEVEMENT

- Travel of sponsored participants organized;
- Meeting facilities and services provided to ensure smooth running of the meetings;
- Effective support is provided by the Secretariat to representatives of Parties and observers, as appropriate, during the meetings;
- Number of men/women within delegations.

MEANS OF VERIFICATION

- List of participants of the regional preparatory meetings and registration data;
- Proceedings of regional preparatory meetings;
- Feedback from meeting participants, including through post-COP survey, including Bureau members;
- Feedback from Bureau members.

Partners

United Nations Office in Nairobi (UNON) Conference Services, United Nations Department for Security and Safety, Host Country.

Socio-economic aspects

Sustainable Development Goals: By ensuring informed participation of developing-country Parties and Parties with economies in transition in the meetings of the conference of the Parties, this activity contributes to the 2030 Sustainable Development Agenda which reaffirmed the continued need for the participation of all countries, in particular developing countries, in global decision-making. It also improves the legitimacy of the decisions adopted by the COP and encourages the implementation of the Convention at all levels.

Gender mainstreaming: COP-5 welcomed the gender action plan of the Minamata Convention as contained in document UNEP/MC/COP.5/INF/10 and requested the Secretariat to carry out activities during the biennium 2024–2025, subject to the availability of resources, to implement the gender action, including to measure the meaningful participation of women in meetings of the Conference of the Parties, in Bureau meetings, in other official and expert meetings and in the processes and activities of the Secretariat.

Further, COP-5 invited Parties to carry out activities to implement the gender action plan during the biennium 2024–2025, including to ensure that there is gender balance in delegations to the meetings of the Conference of the Parties and other Convention-related meetings.

The Secretariat will analyze registration data to generate gender-disaggregated statistics on participation in COP meetings and include such statistics in its report on the implementation of the gender action plan to the COP.

Resources Allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024- 2025)	2024	2025	Total (2024- 2025)
1. Sixth meeting of the Conference of the Parties						
1.1. Sixth meeting of the Conference of the Parties						
Conference services and logistics		350,000	350,000			
Interpretation		115,000	115,000			
Meeting documents		330,000	330,000			
Meeting report		77,000	77,000			
Participants' travel					425,000	425,000
Surge capacity requirements for COP (logistics, participants, documents management)		270,000	270,000			
Component total		1,142,000	1,142,000		425,000	425,000
1.2. Regional preparatory meetings						
Meeting and travel costs					420,000	420,000
Component total					420,000	420,000
1.3. Intersessional time-based expert groups mandated by the Conference of the Parties						
Technical expert groups						
Component total						
Grand Total		1,142,000	1,142,000		845,000	845,000

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	1,153,300	930,000	2,083,300
2024-2025 approved	1,142,000	845,000	1,987,000

Activity 2. Bureau of the Conference of the Parties

Budget

General Trust Fund Special Trust Fund

Reference

UNEP/MC/COP.5/23: Programme of work and budget: proposed operational budgets for the two funding scenarios for the biennium 2024-2025

Mandate

COP decision(s): MC-1/1, MC-1/10, MC-2/5, MC-3/12, MC-4/13, MC-5/20

Background and rationale

The Bureau performs several functions during the COP as well as in the intersessional period. A specified task of the COP Bureau in the rules of procedure of COP is to examine the credentials of the representatives to the negotiating session and submit a report on these to the COP (rule 20). The Bureau is also responsible for advising the President with regard to the overall management of the intergovernmental process. It assists the President in the performance of his or her duties by providing advice and by helping with various tasks.

Rule 9 of the COP rules of procedure requires the Secretariat to prepare the provisional agenda of COP meetings in agreement with the President. Rule 12 requires the Secretariat to include any item that is proposed by a Party in agreement with the President. The President, in cooperation with vice-presidents, is to guide the preparation of the provisional agenda and the overall COP process management, including the chairing and formation of smaller groups.

The Bureau meets, in person and/or electronically, during this intersessional period, as well as during the COP meeting. The President is to chair the meetings of the Bureau.

The Bureau of the Conference of the Parties is composed of a President, and nine Vice-Presidents, with two members representing each UN region. The Chair of the Implementation and Compliance Committee is an ex-officio member of the Bureau. The Bureau will hold one in-person meeting over two days in 2025, tentatively planned to be in Geneva, Switzerland, in the run-up to COP-6. The Bureau will also hold regular online meetings as needed and decided by the Bureau.

Outcomes and activities

Component Meetings of the Bureau 2.1.

OUTCOMES

Arrangements for the meetings of the Bureau of the Conference of the Parties to the Minamata Convention are made and quality services provided. Members of the Bureau are able to advise the President with regard to the overall management of the intergovernmental process. Meeting documents are prepared.

ACTIVITIES

- Prepare and circulate documentation for the meetings (staff costs);

- Prepare and dispatch invitations (staff costs);
- Organize travel of sponsored Bureau members, including ex-officio members, as appropriate;
- Organize virtual meetings (staff costs);
- Provide logistical support;
- Support the Bureau and the Presidents during and between meetings (staff costs);
- Prepare the reports of the meetings and follow up on guidance provided (staff costs).

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
2. Bureau of the Conference of the Parties						
2.1 Meetings of the Bureau						
Meetings and travel costs		26,000	26,000			
Component total		26,000	26,000			
Grand Total		26,000	26,000			

INDICATORS OF ACHIEVEMENT

- Meetings of the Bureau organized;
- Documentation for the meetings, including meetings reports, available;
- Effective support is provided by the Secretariat to Bureau members;
- Number of men/women elected as Bureau members.

MEANS OF VERIFICATION

- Reports and lists of participants of the meetings of the Bureau;
- Feedback from Bureau members.

Partners

N/A.

Socio-economic aspects

Sustainable Development Goals: The Bureau supports the COPs through the provision of advice to the President with regard to the overall management of the intergovernmental process. Bureau members represent their respective region and, as such, are pivotal to ensure good communication within regions and reporting the concerns that are specific to their regions. This will contribute to ensuring informed participation of developing-country Parties and Parties with economies in transition in the COP meeting. As such, this activity contributes to the 2030 agenda which reaffirmed the continued need for the participation of all countries, in particular developing countries, in global decision-making.

Gender mainstreaming: COP-5 welcomed the gender action plan of the Minamata Convention as contained in document UNEP/MC/COP.5/INF/10 and requested the Secretariat to carry out activities during the biennium 2024–2025, subject to the availability of resources, to implement the gender action, including to measure the meaningful participation of women in Bureau meetings.

The Secretariat will encourage a balanced gender representation during the elections of officers. The Secretariat will also advise the Bureau members of any potential gender impacts of proposals developed for consideration by the Conference of the Parties. Among the current 10 Bureau members, six are male and four are female. In the upcoming election of Bureau members, the Secretariat will encourage to strive for a balanced gender representation.

Resources Allocation

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	26,000		26,000
2024-2025 approved	26,000		26,000

Activity 3. Implementation and Compliance Committee

Budget

General Trust Fund

Special Trust Fund

Reference

UNEP/MC/COP.5/14: Report on the work of the Implementation and Compliance Committee of the Minamata Convention on Mercury, including recommendations

Mandate

Convention: Article 15

COP decision(s): MC-1/7, MC-2/4, MC-3/9, MC-4/10

Background and rationale

The Implementation and Compliance Committee is a subsidiary body of the Conference of the Parties established in Article 15 of the Convention. According to the rules of procedure of the Committee, it shall meet at least once in person between ordinary meetings of the Conference of the Parties. At its fifth meeting the Committee agreed to meet once online in 2024 and in-person in the first quarter of 2025.

The convening of the next meetings of the Committee will require, amongst others, the following activities: development of meeting documents, presentations as well as any necessary background materials, management of invitations and registrations as well as support to the participation of sponsored participants and logistical arrangements with respect to the venue and hosting of the in-person meeting.

Support to travel of Committee members from developing-country Parties and Parties with economies in transition, funded from the Convention's general trust fund, allows for their full and effective participation in the meetings and for the quorum to be reached, resulting in an inclusive decision-making process, improved legitimacy of the conclusions and decisions adopted, and increased commitment towards them. Such participation also allows the Committee to be in a position to determine the facts and root causes of the matters of concern and assist in their resolution, as the case may be, and to increase commitment by Parties towards decisions taken by the Committee.

The Secretariat will provide Secretariat services during the meetings of the Committee, including delivery of presentations and assistance to the Chair and Vice-chair, and drafting/finalizing relevant documents for the meeting, including the meeting report. Additionally, the Secretariat may be requested by the Committee to carry out further specific work, including the development and dissemination of outreach materials, translation of submissions from Parties as per paragraph 4(a) of Article 15, as well as other translations as foreseen in the rules of Procedure of the Committee.

Outcomes and activities

Component 3.1. Meetings of the Implementation and Compliance Committee

OUTCOMES

Arrangements for the 2024 online meeting and the 2025 in-person meeting of the Implementation and Compliance Committee (ICC) are made, quality services provided, and meetings documents are prepared. Travel of ICC members from developing-country Parties and Parties with economies in transition to the in-person meeting is organized.

ACTIVITIES

- Prepare and publish pre-session meeting documents in consultation/cooperation with ICC Chair;
- Organize pre-meetings and informal consultations (staff costs);
- Prepare and dispatch invitations (staff costs);
- Register participants and observers (staff costs);
- Organize the travel of sponsored members;
- Organize the travel of sponsored Party representatives, in cases of written submissions from Parties with respect to their own compliance;
- Undertake logistical arrangements with respect to the venue and hosting of the meeting;
- Prepare outreach and communications (web announcement, briefings, etc.) (staff costs);
- Prepare outreach and communications materials as decided by the Committee;
- Coordinate the meetings and provide assistance to the Chair and Vice-Chair (staff costs);
- Prepare meeting reports (staff costs);
- Conduct follow-up communications with members, Parties and observers as decided by the Committee (staff costs);
- Organize in a similar way any additional meetings that the Committee may decide to hold by electronic means.

INDICATORS OF ACHIEVEMENT

- Meeting documents prepared in consultation/cooperation with Committee members as appropriate and as per agreed deadlines;
- Meeting facilities and services provided to ensure smooth running of the meeting;
- Travel of sponsored members and Party representatives organized as appropriate.

MEANS OF VERIFICATION

- Meetings webpage;
- Feedback from members, enquiries or comments from meeting participants;
- List of participants to the meetings and reports of the meetings.

Partners

N/A

Socio-economic aspects

Sustainable Development Goals: By supporting the participation of members from developing-country Parties and Parties with economies in transition in the meetings of the Committee, this activity contributes

to the 2030 Sustainable Development Agenda which reaffirmed the continued need for the participation of all countries, in particular developing countries, in global decision-making.

Gender mainstreaming: COP-5 welcomed the gender action plan of the Minamata Convention as contained in document UNEP/MC/COP.5/INF/10 and requested the Secretariat to carry out activities during the biennium 2024–2025, subject to the availability of resources, to implement the gender action, including to measure the meaningful participation of women in meetings of the Conference of the Parties, in Bureau meetings, in other official and expert meetings and in the processes and activities of the Secretariat.

The members of the Committee are nominated by Parties' governments and elected by the Conference of the Parties on the basis of their expertise and equitable geographical distribution. Among the current 15 Committee members, six are male and nine are female. In the upcoming election of Committee members, the Secretariat will encourage Parties to achieve a balanced gender representation.

Activity/Output	Budget2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
3. Implementation and Compliance Committee						
3.1. Implementation and Compliance Committee						
Meeting and travel costs		33,000	33,000			
Cost associated with the specific work identified by the Committee, i.e. translation of submissions, interpretation		12,000	12,000			
Component total		45,000	45,000			
Grand Total		45,000	45,000			

Integrated Approach: The meetings can contribute to catalyzing coordination among Parties and other relevant stakeholders, civil society and private sector, as relevant, for an improved implementation of and compliance with the Convention. The Rules of Procedure of the Committee regulate the participation of observers.

Resources Allocation

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	45,000		45,000
2024-2025 approved	45,000		45,000

Fact sheet B. Capacity-building and technical assistance

Activity 4. Capacity-building and technical assistance programme of the Minamata Convention

Budget

General Trust Fund Special Trust Fund

Reference

UNEP MC/COP.5/13: Capacity-building, technical assistance and technology transfer (Article 14)

UNEP MC/COP.5/INF/32: Report by the Global Mercury Partnership

Mandate

Convention: Articles 14 and 24

COP decision(s): MC-2/11, MC-3/8, MC-5/12

Background and rationale

Article 14 of the Convention provides that Parties shall cooperate to provide, within their respective capabilities, timely and appropriate capacity-building and technical assistance to developing country Parties, in particular those that are least developed countries or small island developing states, and Parties with economies in transition, to assist them in implementing their obligations. Article 24 requests the Secretariat, as part of its functions, to facilitate assistance to Parties, particularly developing country Parties and Parties with economies in transition, on request, in the implementation of the Convention.

The identified activities to support the capacity-building and technical assistance programme of the Secretariat of the Minamata Convention are derived from the objective of the Convention and the obligations of the Parties to the Convention, and are based on the needs identified or expressed by developing country Parties and Parties with economies in transition. These needs have been identified through national reports according to Article 21, in completed Minamata Initial Assessments (MIAs) (as received by the Secretariat and posted on the Convention website), in ASGM national action plans (NAPs) (as received by the Secretariat and posted on the Convention website), through the Implementation and Compliance Committee, in information contained in applications to the Specific International Programme, during regional or other consultations, by formal request from an eligible Party, or through other communication to the Secretariat. Support activities are designed and prioritised according to their ability to help Parties implement the Convention, the evidence of need for the intervention, and the availability of funds, other contributions or partnerships to enable the activity.

In 2024-2025 the Secretariat will share Secretariat-managed tools, trainings, and Convention knowledge for wide dissemination to partners and stakeholders through a variety of approaches, including online information sessions. The Secretariat will continue to collaborate with the Global Mercury Partnership hosted by the UNEP Chemicals and Health Branch, to support capacity building and technical assistance activities on mercury and the implementation of Minamata Convention obligations. The Secretariat will facilitate Party access to tools and expertise of the Partnership and will promote dissemination of Secretariat-managed information and training materials through the Partnership.

In line with paragraph 2 of Article 14, the Secretariat will further engage and work with, as appropriate, regional, sub-regional and national arrangements, including existing regional and sub-regional centres, and will explore opportunities to engage other multilateral and bilateral actors and the private sector as outlined below. The Secretariat will engage UNEP Regional Offices to identify needs and options for capacity-building and implementation support, and to expand the reach of Convention materials. In addition, the Secretariat will work with the Secretariat of the Basel, Rotterdam and Stockholm conventions on relevant matters of technical assistance as appropriate.

The Convention sets clear deadlines for Parties through agreed phase-out dates and time-bound obligations; these guide the prioritisation of activities. Activities will be carried out consistent with the gender action plan.

Outcomes and activities

Component 4.1. Tools, methodologies and delivery modalities

OUTCOMES

Strengthened ability to design and deliver capacity-building and technical assistance to support Parties in implementing the Minamata Convention. Strengthened ability of Parties to implement obligations through the use of tools, methodologies, and micro-trainings.

ACTIVITIES (subject to the availability of resources)

- **Analysis and case studies of technology cooperation:** Develop a desk study, including case studies, of technology cooperation for consideration by the Conference of the Parties pursuant to paragraph 4 of Article 14. The desk study will compile relevant information from national reports; available information on existing initiatives and progress made in the realm of alternative technologies cooperation, including on private sector engagement; and available information on the needs of Parties. The desk study will be informed by practical experience and by traditional and local knowledge, gathered from such sources as the stakeholders who are members of the UNEP Global Mercury Partnership, the regional and subregional centres of the Basel Convention and the Stockholm Convention, the International Conference of Mercury as a Global Pollutant, Indigenous Peoples organisations, and relevant international organizations;
- **Facilitated planning session on capacity-building needs and methods:** Undertake a series of facilitated planning sessions with UNEP Regional Offices, with participation of the Global Mercury Partnership and the UNEP Law Division, to discuss capacity-building approaches and delivery methods that could address needs expressed in national reporting, MIAs, NAPs, and relevant projects, as well as needs expressed through meetings and webinars of the Global Mercury Partnership and the International Conference on Mercury as a Global Pollutant (ICMGP);
- **Digital learning and training materials dissemination:** Expand use and accessibility of digital learning tools and micro-trainings, starting with an assessment of options for Secretariat's use, translation, interpretation, and adaptation of digital learning tools and trainings to optimize use of traditional and newer modes of delivery of core content. This activity will expand the reach and use of Secretariat implementation support tools, including those developed with the support of donors to the Special Trust Fund in previous years; Minamata Online; and relevant tools and training materials housed by the Global Mercury Partnership, InforMEA, and other partner organisations. This activity will bring a wider range of stakeholders into effective and participatory learning environments, and could include making available digital training expertise.

INDICATORS OF ACHIEVEMENT

- Desk study on technologies developed;
- Four facilitated planning sessions completed;
- At least five Secretariat tools and training materials translated into Spanish and French;
- At least 150 participants trained utilizing digital learning resources in three languages.

MEANS OF VERIFICATION

- Desk study available for COP-6;
- Reports of planning meetings;
- Translated training materials;
- Training and workshop materials, links, reports.

Component 4.2. Specific capacity-building activities

OUTCOMES

Enhanced capacities at the national level to implement the Minamata Convention with respect to relevant provisions of Articles 3, 4, 8, 9, 10, 11.

ACTIVITIES (subject to the availability of resources)

- **BAT/BEP Guidance:** Develop and deliver training, workshops, and targeted advisory services on use of BAT/BEP Guidance for Emissions and BAT/BEP Guidance for Releases (as adopted by COP-6), in cooperation with the Global Mercury Partnership;
- **Trade:** Develop and deliver training, workshops, and targeted advisory services on use of trade forms, application of customs and border controls, and, as appropriate, interim storage of mercury, including through capacity-building for information exchange focal points per Article 17 and sub-regional workshops with relevant trade-related organizations, in collaboration with the Global Mercury Partnership and/or the Secretariat of the Basel, Rotterdam and Stockholm Conventions trade-related capacity-building efforts;
- **Mercury-added Products:** Based on the experiences of the EU-funded 2023 workshop for Parties to catch up with the 2020 deadline for mercury-added products, develop and deliver further workshops focusing on specific mercury-added products to advance full implementation of Article 4, including amendments to Annex A;
- **Mercury Waste Guidelines:** Develop and deliver sub-regional workshops on management of mercury wastes, such as in the context of waste mercury-added products, closure or conversion of facilities that use mercury in industrial processes, and management of tailings at ASGM sites, and, in collaboration with the Global Mercury Partnership and the Secretariat of the Basel Convention; disseminate mercury waste management information materials and fact sheets, including with respect to the Basel Convention technical guidelines on mercury waste management.

INDICATORS OF ACHIEVEMENT

- 4 sub-regional workshops on BAT/BEP guidance delivered in at least two regions;
- 4 sub-regional workshops on trade delivered in at least two regions;
- 4 trainings on mercury-added products delivered in two languages;
- Tools and methodologies disseminated;
- Identified measures to control mercury-added products in national reports.

MEANS OF VERIFICATION

- Workshop reports;
- Donor reports;
- Report on Secretariat activities to COP;
- Convention website;
- Review of national reports.

Component 4.3. Capacity-building activities upon request

OUTCOMES

Increased ability at the national level to address emerging and key challenges with respect to the implementation Minamata Convention through the provision of quick-response capacity-building support.

ACTIVITIES (subject to the availability of resources)

- **Expert advice:** Provide tailored advice through relevant experts to address technical needs of Parties, including those implementing recommendations of the Implementation and Compliance Committee;
- **National, sub-regional, regional planning and implementation support meetings:** Organize national, sub-regional or regional meetings to develop plans and strategies to tackle key mercury issues, including strategies to leverage funding from other sources, and/or to address broader issues of concern related to the implementation of the Convention.

INDICATORS OF ACHIEVEMENT

- Up to 5 Parties supported;
- Up to 3 national, sub-regional or regional meetings convened.

MEANS OF VERIFICATION

- Workshop, meeting reports;
- Report on Secretariat activities to COP.

Component 4.4. Cross-cutting activities

OUTCOMES

Strengthened integrated capacities at the national and sub-regional levels to implement the Minamata Convention.

ACTIVITIES (subject to the availability of resources)

- **Sub-regional Trade and Supply Chain Training and Projects:** Deliver training and work with partners to build capacity and implement pilot projects to address trade and supply chain issues, implement customs codes, and counter illegal trade in mercury and mercury-added products, including through sub-regional workshops with relevant trade-related organizations.
- **Gender training:** To assist Parties in gender mainstreaming as they undertake activities to implement the Minamata Convention and to advance implementation of the Gender Action Plan, deploy targeted training for national focal points, project focal points, and other stakeholders, via e-learning and/or in conjunction with other relevant training and capacity-building events at national and sub-regional levels, such as through incorporation into trainings deployed in Component 4.2. All training materials would be available for use at the national and regional levels by other partners, including national focal points, project focal points, and regional and subregional centres of the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal and the Stockholm Convention on Persistent Organic Pollutants, for adaptation and further use.

INDICATORS OF ACHIEVEMENT

- Sub-regional trainings delivered in at least two regions;
- 4 sub-regional pilot projects implemented in two regions;
- Gender training delivered in two regions.

MEANS OF VERIFICATION

- Training materials and reports;
- Concept notes and project reports for pilot projects;
- Gender training participant lists.

Partners

The Secretariat's capacity-building and technical assistance programme leverages partnerships and builds on the expertise of the many actors in the chemicals and waste cluster. This includes the UNEP Chemicals and Health Branch, UNEP Global Mercury Partnership, the Secretariat of the Basel, Rotterdam and Stockholm conventions, the regional and subregional centres of the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal and the Stockholm Convention on Persistent Organic Pollutants, SAICM and the UNEP Regional Offices. IOMC organizations may be invited to contribute and participate in the workshops and projects, as appropriate. Other relevant key stakeholders are the Green Customs Initiative, the World Customs Organization, Interpol, and other multilateral environmental agreements (MEAs). Partners may also include the research institutions, non-governmental organizations and private sector organizations.

Socio-economic aspects

Sustainable Development Goals: The capacity-building and technical assistance programme of the Minamata Convention will contribute directly to the achievement of the 2030 Agenda for Sustainable Development. In particular, significant contributions will be made to the following targets:

Target 3.9: By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination;

Target 6.3: By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally;

Target 12.4: By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.

Gender mainstreaming: The capacity-building and technical assistance programme of the Minamata Convention will give due consideration to the differential needs of men, women and vulnerable populations. Gender and human rights will be integrated in the entire life cycle of the programme and will be linked to the gender mainstreaming activities under Component 13.4 of the programme of work. The programme will promote a multi-stakeholder approach to raise awareness of the linkages between mercury exposure, the effects on human health and the environment, and gender differences in risks and impact.

COP-5 welcomed the gender action plan of the Minamata Convention as contained in document UNEP/MC/COP.5/INF/10 and requested the Secretariat to carry out activities during the biennium 2024–2025, to implement the gender action, including to develop case studies on the gender dimensions of projects funded by the Specific International Programme (subject to the availability of resources) and continue including gender perspectives as part of the appraisal and evaluation of projects under the Specific International Programme (staff time).

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
4. Capacity building and technical assistance						
4.1 Tools, methodologies, and delivery modalities						
Analysis and case studies of technology cooperation				40,000		40,000
Facilitated planning sessions on capacity building needs and methods				50,000		50,000
Digital learning and training materials dissemination				70,000	160,000	230,000
Component total				160,000	160,000	320,000
4.2 Specific capacity-building activities						
BAT/BEP Guidance				50,000	50,000	100,000
Trade				50,000	50,000	100,000
Mercury-added Products				70,000	100,000	170,000
Mercury waste guidelines				100,000	60,000	160,000
Component total				270,000	260,000	530,000
4.3 Capacity-building upon request						
Expert advice				40,000	30,000	70,000
National, sub-regional, regional planning and implementation support meetings				120,000	100,000	220,000
Component total				160,000	130,000	290,000
4.4 Cross-cutting activities						
Sub-regional trade and supply chain training and projects				140,000	200,000	340,000
Gender training				40,000		40,000
Component total				180,000	200,000	380,000
Grand Total				770,000	750,000	1,520,000

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved		1,520,000	1,520,000
2024-2025 approved		1,520,000	1,520,000

Fact sheet C. Scientific and technical activities

Activity 5. Scientific support to the States Parties to the Minamata Convention

Budget

General Trust Fund Special Trust Fund

Mandate

Convention: Articles 3, 4, 5, 7, 8, 9, 10, 11, 12, 16, 17, 19, 24

COP decision(s): MC-1/2, 1-4, 1/13, 1/16, 2/6, 3/3, 3/6, 4/4, 4/6, 5/1, 5/2, 5/3, 5/5, 5/6, 5/7, 5/10, 5/17

Background and rationale

Scientific knowledge forms the basis for Parties to take effective action to protect human health and the environment from mercury. Implementation of the control measures under the Convention relies on the development and dissemination of mercury-free technologies for products and processes, best available techniques and best environmental practice (BAT/BEP) for controlling emissions and releases and other mercury management technologies. The Secretariat is tasked with providing scientific and technical support to the Parties.

Article 19 provides that Parties shall endeavour to cooperate to develop and improve:

- mercury inventories
- modelling and monitoring of mercury in the environment
- health and environmental impact assessment of mercury
- information on the environmental fate and transport of mercury
- information on commerce and trade in mercury, and
- information and research on mercury-free products and processes, best available techniques, etc.

Research, development and monitoring promoted by Parties pursuant to Article 19 has contributed to the development of technical guidance and tools for implementing measures to reduce emissions and releases of mercury and exposure to it. The Conference of the Parties has developed such guidance through the establishment of group of experts with scientific and technical expertise, and so far adopted guidance on the development of ASGM national action plans, emission and release inventories, BAT/BEP on mercury emissions and releases, interim storage and the management of contaminated sites. These guidance and tools are to be updated with the development of scientific knowledge.

Scientific communities contribute to scientific and technical knowledge to implement the Convention. The International Conference on Mercury as a Global Pollutant (ICMGP), established in 1990, has contributed to increase scientific knowledge that has underpinned the development and implementation of the Minamata Convention, together with existing academic societies and institutions. The Secretariat facilitates the cooperation among Parties, with the scientific communities and with broad stakeholders to provide scientific and technical support to Parties in implementing the Convention.

Outcomes and activities

Component 5.1. Improvement in methods for mercury inventories

OUTCOMES

Parties are supported for developing inventories of mercury supply, stock, trade, use, emissions, releases and disposal.

ACTIVITIES (subject to the availability of resources)

- Compile and disseminate information on statistical data, emission and release factors, technological assumptions and other technical information from various sources for the development of mercury inventories;
- Keep under review the existing guidance and tools including the stocks guidance under Article 3 to be updated based on decision MC-5/2; ASGM national action plan guidance under Article 7; and inventory guidance under Articles 8 and 9, and make available supplementary practical information on mercury inventories;
- Convene online scientific and technical workshops on mercury inventories.

INDICATORS OF ACHIEVEMENT

- Technical information supplementing the inventory guidance and tools available on the Convention website.

MEANS OF VERIFICATION

- Convention website.

Component 5.2. Information exchange on modelling and monitoring

OUTCOMES

Parties share information on the presence and movement of mercury in the environment and human populations, including gender-disaggregated data, obtained through monitoring and modelling.

ACTIVITIES (subject to the availability of resources)

- Compile and disseminate information on global, regional, national and local monitoring of mercury, including the technical document on mercury monitoring in and around artisanal and small-scale gold mining sites (document UNEP/MC/COP.5/INF/9);
- Compile and disseminate information on the modelling of the movement of mercury in the environment and human and ecological exposure to it;
- Contribute to monitoring efforts under the Kunming-Montreal Global Biodiversity Framework, in particular under its Target 7;
- Convene online scientific and technical workshops on mercury monitoring and modelling.

INDICATORS OF ACHIEVEMENT

- Scientific information on mercury monitoring and modelling available on the Convention website.

MEANS OF VERIFICATION

- Convention website.

Component 5.3. Assessment of health, environmental and socio-economic impacts of mercury

OUTCOMES

Parties share knowledge on the health, environmental and socio-economic impacts of mercury, including gender-disaggregated data.

Parties are supported in the effective engagement and participation of indigenous peoples, local communities and other stakeholders in addressing ASGM.

Parties are informed of the needs and priorities of Indigenous Peoples, as well as local communities, with regard to the effects of mercury on their health, livelihoods, culture and knowledge, pursuant to decision MC-5/1, and better equipped to identify possible solutions to reduce the risk and impact posed by mercury on vulnerable populations.

ACTIVITIES (subject to the availability of resources)

- Compile and disseminate information on the human, environmental and socio-economic impact of mercury in the environment, exposure and risk assessment and public health measures, including gender-disaggregated data;
- Convene online scientific and technical workshops on health and environmental risk of mercury, taking into account gender-disaggregated data;
- Prepare a supplemental section of the Guidance Document on ASGM National Action Plans on the effective engagement and participation of indigenous peoples, local communities and other stakeholders in the development and implementation of NAPs, pursuant to decision MC-5/7, taking into account gender-disaggregated data where available;
- Engage with Indigenous Peoples and local communities, in an inclusive and gender sensitive manner, to identify possible solutions to their needs and priorities with regard to the effects of mercury on their health, livelihoods, culture and knowledge;
- Support and carry out studies on the impacts of mercury pollution on ecosystems;
- Support efforts to raise awareness among Indigenous Peoples and local communities of the risks associated with mercury use in ASGM.

INDICATORS OF ACHIEVEMENT

- Scientific information on the health and environmental impact of mercury available on the Convention website;
- A supplemental section of the Guidance on ASGM National Action Plans;
- Reports of workshops, recordings of webinars and other outcomes of activities to engage Indigenous Peoples and local communities to identify possible solutions with regard to the effects of mercury on their health, livelihoods, culture and knowledge;
- Awareness raising materials targeting Indigenous Peoples and local communities in relation to the use of mercury in ASGM;
- Publications on the impact of mercury on ecosystems.

MEANS OF VERIFICATION

- Convention website.

Component 5.4. Information exchange in mercury reduction technologies

OUTCOMES

Parties are supported with technologies to reduce and eliminate the use, emission and releases of mercury.

ACTIVITIES (subject to the availability of resources)

- Collect and disseminate technical information on non-mercury alternatives to products and processes using mercury, including information on vinyl chloride monomer (VCM) production as requested in decisions 5/6;
- Collect and disseminate Parties' experience in using the technical guidance to implement the Convention including the ASGM NAP guidance under Article 7, BAT/BEP guidance under Articles 8 and 9, interim storage guidance under Article 10, contaminated site guidance under Article 12, and update the guidance as new knowledge becomes available;
- Collect and disseminate information on the thresholds and management practice for mercury waste as requested in Decision MC-5/10;
- Compile and disseminate technical information supplementing the existing technical guidance;
- Convene online technical workshops to support the Parties in using the technical guidance.

INDICATORS OF ACHIEVEMENT

- Updated technical information on the reduction and elimination of mercury use, emissions and releases available on the Convention website;
- COP-6 documents on VCM and mercury waste as requested in decisions 5/6 and 5/10.

MEANS OF VERIFICATION

- Convention website.

Component 5.5. Cross-cutting scientific and technical activities

OUTCOMES

Parties cooperate in developing scientific and technical knowledge and tools, including socioeconomic sciences.

ACTIVITIES (subject to the availability of resources)

- Provide overall and cross-cutting support to the Parties in developing and sharing scientific and technical knowledge and tools, including preparing a report for COP-6 as requested in decision MC-5/5 on challenges in preventing the manufacture, import and export of cosmetics listed in part I of annex A to the Convention, as well as on current or proposed measures for addressing these challenges taken by Parties and others, including the Global Mercury Partnership;
- Convene online technical workshops on cross-cutting scientific and technical issues related to the Convention, including link with other environmental and sustainable development agenda and socioeconomic and behavioural sciences;
- Convene a scientific and technical workshop on overarching topics related to mercury, inviting relevant experts from all the five UN regions and observers. This may take place back to back with the meeting of the International Conference on Mercury as Global Pollutants (ICMGP) to be held in Cape Town in July 2024;
- Compile and synthesize information gathered from Parties and other stakeholders on their experience to (i) promote research on the impacts of mercury on biodiversity and ecosystem functions and services, (ii) share their experience gained in promoting coordination and integration

of biodiversity- and mercury-related priorities during through policy development and implementation, including lessons learned and challenges faced, and (iii) disseminate information on actions that can generate co-benefits to the Minamata Convention and the Kunming-Montreal Global Biodiversity Framework, pursuant to decision MC-5/17;

- Prepare a draft roadmap, including possible actions and indicators, to support Parties to demonstrate and maximize the co-benefits arising from the implementation of the Minamata Convention and the Kunming-Montreal Global Biodiversity Framework for consideration by the Conference of the Parties at its sixth meeting.

INDICATORS OF ACHIEVEMENT

- The scientific and technical work under the Convention is carried out in a good overall coordination;
- Parties receive timely scientific and technical advice;
- Compilation of views;
- COP-6 documents on draft roadmap and cosmetics as requested in decisions 5/5 and 5/17.

MEANS OF VERIFICATION

- Convention website;
- Workshop report;
- COP documents.

Partners

UNEP Global Mercury Partnership, UNEP Chemicals and Health Branch and Science Division, intergovernmental organizations including the IOMC participating organizations, scientific bodies including ICMGP, other multilateral environmental agreements, Basel and Stockholm Convention Regional Centres, national and international institutions, non-governmental organizations.

Socio-economic aspects

Sustainable Development Goals: Scientific and technical activities under the Convention address the following targets set out in the 2030 Agenda for Sustainable Development:

- Target 3.9: By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination;
- Target 6.3: By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally;
- Target 12.4: By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.

Gender mainstreaming: Scientific and technical activities undertaken under the Convention will give due considerations to the Minamata Convention gender action plan as contained in document UNEP/MC/COP.5/INF/10.

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
5.1. Improvement in methods for mercury inventories						
Expert support on mercury inventories				50,000	50,000	100,000
Component total				50,000	50,000	100,000
5.2 Information exchange on modelling and monitoring						
Expert support on modelling and monitoring				50,000	50,000	100,000
Component total				50,000	50,000	100,000
5.3 Assessment of health, environmental and socio-economic impact of mercury						
Workshop and expert support on impact assessment and on effective engagement and participation of indigenous peoples and local communities				75,000	75,000	150,000
Component total				75,000	75,000	150,000
5.4 Information exchange in mercury reduction technologies						
Expert support on mercury reduction technologies				50,000	50,000	100,000
Component total				50,000	50,000	100,000
5.5 Cross-cutting scientific and technical activities						
Scientific and technical expert				470,000	400,000	870,000
Technical workshops on cross-cutting scientific issues and expert support related to Global Biodiversity Framework				100,000		100,000
Component total				570,000	400,000	970,000
Grand Total				795,000	625,000	1,420,000

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved		1,300,000	1,300,000
2024-2025 approved		1,300,000	1,300,000

Activity 6. Effectiveness evaluation

Budget

General Trust Fund

Special Trust Fund

Reference

UNEP/MC/COP.5/16: The first effectiveness evaluation of the Minamata Convention on Mercury (Article 22)

UNEP/MC/COP.5/16/Add.1: Indicators

UNEP/MC/COP.5/16/Add.2: Progress report of the Open-ended Scientific Group

UNEP/MC/COP.5/INF/22: Draft report on trade, supply and demand of mercury

UNEP/MC/COP.5/INF/23: Article 21 synthesis report

UNEP/MC/COP.5/INF/24: Draft plans developed by the Open-ended Scientific Group to support the first effectiveness evaluation the Minamata Convention

UNEP/MC/COP.5/INF/25: List of available documents and reports for the first effectiveness evaluation

UNEP/MC/COP.5/INF/37: Update from the Open-ended Scientific Group on its work during the intersessional period

Mandate

Convention: Article 22

COP decision(s): MC-1/9, MC-2/10, MC-3/10, MC-4/11, MC-5/14

Background and rationale

Article 22 on Effectiveness Evaluation sets out that the Conference of the Parties shall evaluate the effectiveness of the Convention beginning no later than six years after entry into force and periodically thereafter. It also provides that the Conference of the Parties shall establish arrangements for providing itself with comparable monitoring data.

In its decisions MC-1/9 and MC-2/10, the Conference of the Parties established and extended, respectively, an ad hoc technical expert group on effectiveness evaluation and requested it to submit a report describing a framework for the effectiveness evaluation, including arrangements for monitoring of mercury. The outcome of the work of the ad hoc technical expert group for effectiveness evaluation with respect to the arrangements for the effectiveness evaluation was submitted for consideration by the third meeting of the Conference of the Parties.¹

In decision MC-3/10 on arrangements for the first effectiveness evaluation of the Minamata Convention, Parties were invited to submit views on indicators for the effectiveness evaluation, as contained in its annex I to the decision, to be compiled by the Secretariat. Further in the same decision, the Conference of the Parties requested the Secretariat to advance the work by securing services for drafting (i) guidance on

¹ UNEP/MC/COP.3/14 and UNEP/MC/COP.3/14/Add.1.

monitoring to maintain harmonized, comparable information on mercury levels in the environment, (ii) prepare the Article 21 synthesis report, and (iii) a report on trade, supply and demand, including mercury waste flows and stocks.

In decision MC-4/11, the Conference of the Parties agreed to begin the first effectiveness evaluation of the Minamata Convention on Mercury and established the Open-Ended Scientific Group to work in accordance with its terms of reference, as contained in annex II to the decision.

Further in the same decision, the Conference of the Parties acknowledged the work done on indicators for the effectiveness evaluation since its third meeting and requested the Secretariat to support an intersessional process to refine the list, with a view to providing a final list of indicators for adoption by the Conference of the Parties at its fifth meeting.

In decision MC-5/14, the Conference of the Parties agreed to consider the outcome of the first effectiveness evaluation of the Convention at its seventh meeting, established the Effectiveness Evaluation Group to work in accordance with its terms of reference as set out in annex I to the decision, and adopted the indicators as set out in annex II to the decision.

Outcomes and activities

Component 6.1. Effectiveness Evaluation Group

OUTCOMES

The Conference of the Parties is to be supported by the Effectiveness Evaluation Group (EEG), as established by COP-5 to work in accordance with its terms of reference to evaluate the effectiveness of the Convention. During the intersessional period, the EEG is expected to work online to advance its work and, as noted in decision MC-5/20 on the programme of work and budget for the biennium 2024–2025, in the event that a face-to-face meeting of the EEG does not take place prior to COP-6, it is foreseen that up to two face-to-face meetings, as per the EEG terms of reference, will be funded from the General Trust Fund in the biennium 2026-2027.

ACTIVITIES

The Secretariat will provide administrative, logistical, programmatic and substantive support for the work and meetings of the EEG, with the assistance of services as necessary, including:

- Organize online meetings (staff costs);
- Prepare and circulate documentation for the meetings (staff costs), including initial analysis of available information for the first effectiveness evaluation and further developed draft synthesis analysis of reports submitted under Article 21;
- Prepare and dispatch invitations (staff costs);
- Support EEG during and between meetings (staff costs);
- Prepare the reports of the meetings and follow up on guidance provided at the meetings.

INDICATORS OF ACHIEVEMENT

- Online meetings of the EEG organized;
- Documentation for the meetings, including meetings reports, available;
- Number of men/women selected as EEG members.

MEANS OF VERIFICATION

- Reports and lists of participants of the meetings of the EEG, including a progress report to COP-6;
- Meeting webpages;
- Feedback from EEG members.

Component 6.2. Development of trade, supply and demand report

OUTCOMES

The Effectiveness Evaluation Group and the Conference of the Parties are supported to carry out the first effectiveness evaluation of the Convention with an analysis of the latest available information pertaining to the trade, supply and demand of mercury.

ACTIVITIES

- Finalize the report on trade, supply and demand of mercury and mercury compounds, including editing, typesetting and graphic design to publish the report.

INDICATORS OF ACHIEVEMENT

- Laid out version of the report published electronically.

MEANS OF VERIFICATION

- Report on trade, supply and demand of mercury and mercury products, including mercury waste flows and stocks, available on the Convention website.

Component 6.3. Open-ended Scientific Group (OESG)

OUTCOMES

The Effectiveness Evaluation Group and the Conference of the Parties are fully supported to carry out the first effectiveness evaluation of the Convention with necessary scientific, technical any other information, including on effectiveness evaluation indicators and monitoring information.

ACTIVITIES

The Secretariat will continue to provide administrative, logistical, programmatic and substantive support for the work and meetings of the OESG, with input from the roster of experts, with the assistance of services as necessary, including:

- Support work of the OESG, with input from the roster of experts, to compile and analyse monitoring data and information on the presence and movement of mercury and mercury compounds in the environment and human populations;
- Compile and analyse any other scientific and technical information as requested by COP;
- Work closely with the OESG co-Chairs to support coordination of the work of the OESG, with input from the roster of experts, prepare documentation, compile and analysis of data and other functions to advance the work in response to decision MC-4/11 and other relevant decisions from COP-5;
- Support analysis of available information for the first effectiveness evaluation;
- Plan and convene regular online meetings and one face-to-face meeting of the OESG in the intersessional period;
- Prepare and circulate documentation for the meetings;
- Support the OESG, with input from the roster of experts, during and between meetings;
- Prepare the report of the face-to-face meetings, and follow up on guidance provided at the meetings;
- Prepare and dispatch meeting invitations;
- Organize travel of sponsored OESG members and provide logistical support to the roster of experts, as appropriate;
- Coordinate all logistics for the convening of face-to-face meeting;
- Prepare progress reports to the EEG and COP and contribute to the scientific reports;
- Carry out any other activities as decided by COP-5.

INDICATORS OF ACHIEVEMENT

- Monitoring and other information submitted to the Effectiveness Evaluation Group and COP as specified in decision MC-4/11 and 5/14.

MEANS OF VERIFICATION

- Documents for the Effectiveness Evaluation Group and COP;
- Convention's website.

Partners

Existing monitoring networks and programmes, UNEP, World Health Organization, other Multilateral Environment Agreements, national and international institutions, non-governmental organizations, etc.

Socio-economic aspects

Sustainable Development Goals:

The effectiveness evaluation of the Convention addresses the following targets set out in the 2030 Agenda for Sustainable Development:

Target 3.9: By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination;

Target 6.3: By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally;

Target 12.4: By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.

Gender mainstreaming: The effectiveness evaluation of the Convention will promote a multi-stakeholder approach to raise awareness of the linkages between mercury exposure, the effects on human health and the environment, and gender differences in risks and impact. The Secretariat will encourage a balanced gender representation during the nomination of experts and for the composition of the Effectiveness Evaluation Group. COP-5 welcomed the gender action plan and identified priority activities to be carried out during the 2024-2025 biennium. To advance the implementation of the gender action plan under this activity areas, the Secretariat will invite Parties to ensure that gender-disaggregated data is included in the effectiveness evaluation process under Article 22, in particular with respect to the monitoring of data on trends in the levels of mercury and mercury compounds observed in biotic media and vulnerable populations, in accordance with paragraph 2 of Article 22.

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024- 2025)	2024	2025	Total (2024- 2025)
6.1. Effectiveness Evaluation Group						
Meeting and travel costs						
EEG Report to COP and other work	70,000	4,500	74,500		65,000	65,000
Component total	70,000	4,500	74,500		65,000	65,000
6.2 Development of trade, supply and demand report						
Expert support	7,000		7,000			
Component total	7,000		7,000			
6.3 Other preparatory work and reports to support the effectiveness evaluation						
Expert support	90,000		90,000			
OESG Reports	60,000		60,000			
Component total	150,000		150,000			
Grand Total	227,000	4,500	231,500		65,000	65,000

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	295,000	130,000	425,000
2024-2025 approved	231,500	65,000	296,500

Activity 7. National Reporting

Budget

General Trust Fund

Special Trust Fund

Reference

UNEP/MC/COP.5/15: National Reporting (Article 21)

UNEP/MC/COP.5/15/Add.1: Proposed amendments to the reporting format

UNEP/MC/COP.5/15/Add.2: Draft guidance for completing the national reporting format for the Minamata Convention on Mercury

UNEP/MC/COP.5/INF/20: Secretariat's report on the first full national reports under Article 21

UNEP/MC/COP.5/INF/21: Summary tables of the responses received for the first full reporting period (16 August 2017 to 31 December 2020)

Mandate

Convention: Articles 21, 23.5, 15.4(b), 22.3(b)

COP decision(s): MC-1/8, MC-3/13, MC-4/8, MC-5/13

Background and rationale

Article 21 on Reporting sets out that each Party shall report to the Conference of the Parties, through the Secretariat, on the measures it has taken to implement the provisions of this Convention, and on the effectiveness of such measures and the possible challenges in meeting the objective of the Convention. At its first meeting, the Conference decided upon the reporting format and the timing of national reports. Accordingly, Parties are to report on a biennial basis on the four questions marked by an asterisk in the reporting format, and every four years to the full reporting format, that is to all forty-three questions. The reporting period for the first short reports was 16 August 2017 to 31 December 2018, for submittal before 31 December 2019, and for the first full reports was 16 August 2017 to 31 December 2020, for submittal before 31 December 2021, to be repeated in the same cycle thereafter.

The Conference of the Parties draws on the national reports in its reviews and evaluations of the implementation of the Convention (Article 23), and the Implementation and Compliance Committee (Article 15) may consider issues on the basis of the reports. Further, the national reports may be drawn from for the effectiveness evaluation of the Convention (Article 22).

Parties use the Online Reporting Tool developed by the Secretariat to submit their reports. The Secretariat stores, analyses and manages all data reported by Parties based on the relevant provisions and related decisions. The Secretariat engages and communicates with Parties on issues related to reporting in order to fulfil the provisions of the Convention and related decisions. The Secretariat also supports Parties in their obligation to report through the development of draft reporting guidance, as well as information and training sessions. The reporting rate for the first short reports and the first full reports is high, and the Secretariat aims to support Parties to maintain this good record for subsequent reporting cycles.

All complete submitted national reports are available on the Convention website. The Secretariat makes the information accessible and comparable for implementation and compliance purposes.

Outcomes and activities

Component 7.1. Process and analyse national reports on measures taken by Parties

(Reporting Period: 01 January 2021 – 31 December 2022, for submittal by 31 December 2023 for COP-6 review)

OUTCOMES

The Conference of the Parties is fully enabled to keep under continuous review and evaluation the implementation of the Convention, based on the responses submitted in the 2023 short national reports submitted by Parties on the measures taken by Parties to implement the provisions of the Convention for the second short reporting period. The Implementation and Compliance Committee is fully informed of the response submitted in the national reports for this reporting period, for its consideration of issues at the planned Committee meetings in 2024 and 2025 to promote implementation and review compliance with the provisions of the Convention.

ACTIVITIES

- Process the second short national reports submitted by 31 December 2023 for the 01 January 2021 to 31 December 2022 reporting period, which includes follow-up for completeness and clarity as required (staff costs);
- Analyse the responses submitted for the second short national report (staff costs);
- Develop COP-6 report on the measures taken by Parties, their reported effectiveness and reported challenges in meeting the objective of the Convention, for the consideration by the Conference of the Parties, for the reporting period, and follow-up any decisions COP-6 may take in this regard (staff costs);
- Develop a report to the Implementation and Compliance Committee on the responses received for the second short reports, for consideration by the Committee for the reporting period, and its report to the Conference of the Parties (staff cost);
- Support Parties as needed to clarify information needed for the completion of national reports for the reporting period (staff cost);
- Analyse the outcome of reported efforts (e.g., as contained in MIAs, national plans, national inventories, etc).

INDICATORS OF ACHIEVEMENT

- Submitted 2023 short national reports for the reporting period are processed, analysed and published;
- COP is fully informed on measures Parties are taking and their effectiveness, to keep implementation under review;
- ICC is fully informed on measures Parties are taking, to promote implementation and compliance.

MEANS OF VERIFICATION

- Secretariat report to COP-6;
- Secretariat report to ICC;
- ICC report to COP-6;
- Complete and published national reports are available on the Minamata Convention website.

Component 7.2. Ongoing management of information contained in national reports

OUTCOMES

The Secretariat is fully enabled to store, analyse and manage the data and information contained in the national reports submitted through the Online Reporting Tool (ORT) to ensure accurate recording of information, sound safeguarding of information, collating and comparing of information for analysis, as well as populate information dashboards for status overviews.

ACTIVITIES

- Maintain and service the fully-fledged Online Reporting Tool for Parties to submit national reports and provide support to Parties in the use of the Online Reporting Tool;
- Upscale the interactive dashboard that draws from the national reports contained in the Online Reporting Tool to allow a transversal view across the responses submitted in national reports and related information on key provisions and outcomes of the Convention, including options to filter data by cycle, region and Party;
- Develop visualizations drawn from the responses submitted in national reports and related information to inform on the status of implementation and achievements of the Convention;
- Update the Online Reporting Tool questions for the full national reports based on the agreed amendments by COP-5 to the questions as per UNEP/MC/COP.5/15/Add.1 in the six UN languages.

INDICATORS OF ACHIEVEMENT

- User-friendly access to submit national reports in the Online Reporting Tool via the national focal point;
- Accurate recording and storing of information of national reports submitted by Parties;
- Collating of information into various relevant dashboards;
- Collating and analysis of information into visualizations for status overviews;
- Parties and stakeholders have user-friendly access to key information.

MEANS OF VERIFICATION

- Online Reporting Tool fully functional on the Minamata Convention website;
- Information and guidance on how to use the Online Reporting Tool available on the website;
- Dashboard and visualisations available on the website and utilised in various reports by the Secretariat to support COP and ICC considerations.

Component 7.3. Enhance Parties' capacity on national reporting

OUTCOMES

Parties' ability to collate and have available quality and relevant data to inform on their measures to implement the Convention, on the effectiveness of the measures, and on challenges in meeting the objective of the Convention, are enhanced for national reporting purposes under Article 21, but also to inform assessments, including the evaluation of the effectiveness of the Convention under Article 22, as well as to review progress on the Sustainable Development Goals.

ACTIVITIES

- Complete the revised draft guidance on the reporting format prepared by the Secretariat based on the changes to the reporting format adopted by COP-5 and prepare for formal dissemination;
- Continue training Parties on the use of the revised reporting format and adopted guidance to support and enhance their ability to collect and collate the information at the national level required to complete national reports under Article 21, including drawing on lessons-learned on measures implemented, their effectiveness and challenges encountered as per the submitted short and full

reports of the first reporting cycle and short reports of the second reporting cycle and in preparation of the second full national reporting;

- Engage Parties on enhancing their national reporting for the submitted information to inform assessments, including the evaluation of the effectiveness of the Convention under Article 22, as well as to review progress on the Sustainable Development Goals;
- Develop additional information tools, as required to clarify information sought to inform the evaluation of the effectiveness of the Convention as per Article 21;
- Develop additional information tools required to clarify information sought for other assessments, including the review of progress on the Sustainable Development Goals.

INDICATORS OF ACHIEVEMENT

- Reporting guidance completed for use;
- Parties are fully informed and supported on information required to submit complete and timely national reports;
- Information product(s) to enhance national reporting for information to be also usable for Article 22 (effectiveness evaluation) and other assessments.

MEANS OF VERIFICATION

- Reporting guidance available to Parties on the website;
- Training opportunities on reporting guidance indicated on the website;
- Information product for enhancing information availability and quality for Article 22, and potentially other assessments.

Partners

InforMEA, UNSSC

Socio-economic aspects

Sustainable Development Goals: National reporting under the Convention will contribute directly to achieve the 2030 Agenda for Sustainable Development. Contributions will be made to the following targets:

- Target 3.9: By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination;
- Target 6.3: By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally;
- Target 12.4: By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.

Gender mainstreaming: COP-5 welcomed the gender action plan of the Minamata Convention as contained in document UNEP/MC/COP.5/INF/10 and requested the Secretariat to carry out activities during the biennium 2024–2025, subject to the availability of resources, to implement the gender action, including to review, according to gender considerations, national reports submitted by Parties under Article 21 to identify measures related to the control of mercury-added products used primarily by women and children, such as cosmetics and dental amalgam. The Secretariat will also invite Parties to provide gender-sensitive information, as appropriate, in their national reports to be submitted pursuant to Article 21 of the Convention.

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
7.1. Process and analyse national reports						
Specialist technical capacity and/or language support	5,000	5,000	10,000			
Expert support to ascertain outcomes of national efforts	20,000	20,000	40,000			
Component total	25,000	25,000	50,000			
7.2. Ongoing management of information contained in national reports						
ORT maintenance + Create the second full reporting cycle with editorial changes in 6 UN languages	10,000	10,000	20,000			
Upscale dashboard and data extraction (IT, UX and cross-references)		10,000	10,000			
Component total	10,000	20,000	30,000			
7.3. Enhance Parties' capacity on national reporting						
Training and tools on reporting guidance	10,000	15,000	25,000			
Expert support to enhance reporting capacity for assessments	10,000	10,000	20,000			
Component total	20,000	25,000	45,000			
Grand Total	55,000	70,000	125,000			

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	130,000		130,000
2024-2025 approved	125,000		125,000

Fact sheet D. Knowledge and information management, and outreach

Activity 8. Publications

Budget

General Trust Fund

Special Trust Fund

Reference

N/A

Mandate

Convention: Articles 17, 18 and 24

Background and rationale

This activity ensures that core texts, information materials, guidance, e-publications and other assets of the Minamata Convention work are available to Parties in the six official UN languages.

The role of these publications and e-publications in enhancing the availability and exchange of information reflects the Secretariat's function to assist Parties as an information hub related to the implementation of the Convention, and as a facilitator of the community of best practices on environmentally sound management of mercury and its compounds.

The production of other materials like infographics, briefings, toolkits and brochures is aimed at raising public awareness to broader audiences with an informational purpose, and with the added value of its inclusion in communication packages.

In addition to core publications, voluntary funding is sought for additional texts and materials to better promote knowledge and public awareness. These additional publications are closely aligned with the donor recognition practices of the Secretariat and the operational plan for ensuring donor visibility, through the appropriate use of written acknowledgements, donor logos, etc.

The Secretariat fosters the design, production and promotion of digital publications to comply with sustainability principles. When a printing document adds value, for example, at a major event like the meeting of the Conference of the Parties, some copies might be printed to be shared with participants at the venue.

Outcomes and activities

Component 8.1. Publications

OUTCOMES

The publications and e-publications support the information required for the implementation of the Minamata Convention on Mercury, further assisting Parties in their work with other national partners and stakeholders from academic, civil society and business organizations, including its different Articles, gender mainstreaming and efforts to incorporate the Sustainable Development Goals (SDGs).

ACTIVITIES

- Draft the Minamata Convention publications guidelines based on UNEP and UN policies and standards (staff costs);
- Publish core guidance documents including design, translation and other outreach tools, like updating the booklet of the Convention text with the new amendments and designing the adopted guidance on mercury releases;
- Generate input for the digital repository of publications to enhance the generation of knowledge through the collection and dissemination of relevant scientific and policy information on mercury in the world;
- Prepare other information materials like insights, briefings, one-pagers, and brochures to help understand the highlights from publications and scientific products;
- Explore new interactive ways to promote and share publications to expand their scope and accessibility (subject to the availability of funding).

INDICATORS OF ACHIEVEMENT

- Minamata Convention publications guidelines drafted;
- Guidance and other documents published and disseminated;
- Documents translated into the UN official languages;
- Other information material produced and shared through the website and social media.

MEANS OF VERIFICATION

- Publications available on the Minamata Convention website;
- Minamata Convention documents distributed as a hard copy at major Minamata Convention and other events;
- Number of publications downloaded from the website;
- Number of support materials published and shared through the website and social media.

Partners

UNOG, UNEP Communication Division (Nairobi), UNEP Regional Offices, Geneva Environment Network, other UN agencies and MEAs as relevant.

Socio-economic aspects

Sustainable Development Goals: Enhancing communication under the Minamata Convention will contribute to the achievement of the Sustainable Development Goals (SDGs), in particular, Goal 3 on ensuring healthy lives and promoting well-being for all at all ages; Goal 11 on making cities and human settlements inclusive, safe, resilient and sustainable; and Goal 12 on ensuring sustainable consumption and production patterns. Significant contributions will be made to the Goal 5 on Gender Equality.

Gender mainstreaming: Support in the generation of informative material on gender and its dissemination through the website and social media. The curation of publications and other relevant resources on gender and mercury will also be considered when updating the digital repository of publications.

Integrated Approach: Mainstreaming and the development of partnerships rely upon a higher level of stakeholder awareness of the importance of the implementation of the Minamata Convention in general. The development and dissemination of appropriate publications – including updated versions of the convention texts – is fundamental to this.

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
8.1 Publications						
Publications including design, translation and input for digital repository	15,000	15,000	30,000			
Information materials - insights, briefings, one-pagers, brochures	10,000	10,000	20,000			
New interactive ways to promote and share publications				12,500	12,500	25,000
Component total	25,000	25,000	50,000	12,500	12,500	25,000
Grand Total	25,000	25,000	50,000	12,500	12,500	25,000

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	50,000		50,000
2024-2025 approved	50,000	25,000	75,000

Activity 9. Communication, outreach and public awareness

Budget

General Trust Fund Special Trust Fund

Reference

N/A

Mandate

Convention: Articles 17, 18 and 24

Background and rationale

The Secretariat is tasked with raising awareness of the Convention through strategic communication and outreach. The Secretariat prepares strategic communication plans to address public awareness through available channels and resources, namely the main website, social media (Twitter, Facebook, Instagram, LinkedIn, and YouTube), email broadcast newsletters and media engagement. In addition, communication plans include building synergistic efforts with relevant partners, in particular UNEP, the GEF, the Geneva Environment Network and other MEAs. The ultimate goal is to amplify the message and place the Minamata Convention implementation in the context of a broader environment and sustainability agenda that covers the three planetary crises targeted by the UNEP Medium-Term Strategy: climate change, biodiversity loss and pollution.

Activities to this end constitute a cornerstone of the Parties' implementation efforts. The longer-term sustainability of these endeavours is improved when societies are aware and informed of the importance of reducing mercury use.

The upcoming strategy incorporates highlighted campaigns such as the Convention's anniversary (16 August), International Women's Day (8 March), International Day for Biological Diversity (22 May), World Environment Day (5 June) as the major UNEP international day celebration, and other relevant international days. In the second year of the biennium, the corresponding resources will be dedicated to planning the communication campaign for the sixth meeting of the Conference of the Parties.

Outcomes and activities

Component 9.1. Communication, outreach and public awareness

OUTCOMES

Raised awareness amongst COP participants, government delegates, stakeholders from academic, civil society and business organizations, and other interested individuals amongst the general public, concerning the environmentally sound management of mercury and its compounds.

ACTIVITIES

- Define strategic communication plans for specific campaigns and ensure consistent and tailored outreach to broader audiences, like related to COP-6, the Convention's anniversary, International Women's Day, and World Environment Day (staff costs);
- Prepare content and essential narrative to raise public awareness and convey tailored messages to segmented audiences (staff costs);
- Design special outreach products like videos, photos, newsletters, social media cards, and infographics;
- Build partnerships with strategic colleagues and agencies, like the UNEP communication division, chemicals and waste cluster, the Geneva Environment Network (GEN), the GEF, the Global Mercury Partnership, BRS and SAICM (staff costs);
- Develop the Minamata Convention social media avenues and platforms to ensure regular messaging to expand the audience of stakeholders and the interested general public (staff costs);
- Ensure a visible Minamata Convention presence at events relevant to the broader environmental agenda, including at the MEAs COPs, UNEA, etc. For the Minamata Convention COPs, coordinate outreach activities to promote side events and ensure they can be accessible to broader audiences through digital means (staff costs);
- For COP-6 organize: COP-specified webpages, social media, media engagement, requests for interviews with participants and Secretariat staff, video production, photo coverage, ENB reporting services, daily newsletters for participants, venue signage and branding, and media and publications stand.
- Use the necessary tools to help materialize communication plans.

INDICATORS OF ACHIEVEMENT

- Higher level of awareness of and interest in the environmentally sound management of mercury and its compounds and addressing human health and environmental impacts amongst stakeholders and broader audiences;
- News stories, social media campaigns and relevant communication package material are disseminated through digital means and available on the website and social media in a timely manner;
- Partners supporting and amplifying the Minamata Convention communication campaigns;
- COP-6 media and communication coverage.

MEANS OF VERIFICATION

- Minamata Convention website and social media channels are updated;
- Partners' websites and digital campaigns include or repost Minamata Convention information products;
- Metrics of the Minamata Convention website usage and performance;
- Number of media stories mentioning or covering the Convention in the mainstream media (media monitoring).

Partners

UNEP including the Communication Division (Nairobi), UNEP Regional Offices, MEAs (in particular chemicals and waste conventions), and the Global Mercury Partnership (GMP), the GEF, Geneva Environment Network (GEN), other UN agencies (WHO and ILO) and MEAs as relevant.

Socio-economic aspects

Sustainable Development Goals: Enhancing communication under the Minamata Convention will contribute to the achievement of the 2030 Agenda for Sustainable Development and the Sustainable Development

Goals (SDGs), in particular, Goal 3 on ensuring healthy lives and promoting well-being for all at all ages; Goal 11 on making cities and human settlements inclusive, safe, resilient and sustainable; Goal 12 on ensuring sustainable consumption and production patterns and Goal 17 on strengthening the means of implementation and revitalizing the global partnership for sustainable development. Significant contributions will be made to Goal 5 on Gender Equality.

Gender mainstreaming: Support in the generation of informative material on gender and its dissemination through the website and social media. Prepare a dedicated communication campaign to promote gender activities.

Integrated Approach: Mainstreaming and the development of partnerships rely upon a higher level of stakeholder awareness of the importance of the implementation of the Minamata Convention in general.

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
9.1. Communication, outreach and public awareness						
Strategic communication	32,000	40,000	72,000			
Social media tools and licenses	2,000	2,000	4,000			
Component total	34,000	42,000	76,000			
Grand Total	34,000	42,000	76,000			

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	76,000		76,000
2024-2025 approved	76,000		76,000

Activity 10. Digital strategy

Budget

General Trust Fund

Special Trust Fund

Reference

UNEP/MC/COP.5/19: Knowledge management and digitalization to support Parties to the Minamata Convention on Mercury

UNEP/MC/COP.5/INF/26: Progress report on knowledge management and digitalization

Mandate

Convention: Articles 17, 18 and 24, and MC-5/16

Background and rationale

The Secretariat has started to seize digital transformation opportunities in data, processes, and organization of work. This includes creating a new, data-driven website, a fully-fledged reporting system for Parties' use, and organizing intersessional work of the Convention online. The UN Secretary-General has laid out the modernization and upgrading of ways of work in his "Data Strategy for Action by Everyone, Everywhere". Further, the United Nations Environment Programme has included "Digital Transformation" as a new enabling subprogramme in its Medium-Term Strategy (2022–2025) in response to harnessing data to tackle the triple planetary crises of pollution, climate change and biodiversity loss. Both the UN Secretary-General's efforts and those of UNEP seek to create internal capacity for digitalization and increase the digital literacy of staff as a way to serve UN Member States better. Digital solutions will be increasingly used within the Minamata Convention too, not only in communication, raising public awareness, knowledge management and capacity building, but also as a way to support implementation of and compliance with the Convention provisions, to ensure the overall effectiveness of the Convention to achieve its objective.

At its fourth meeting, the Conference of the Parties included digital presence as a focus area of the Convention's programme of work and budget for the biennium 2022–2023.

In 2023 the Secretariat prepared a digital strategy, aiming at guiding the work of the Secretariat in expanding and strengthening the digital ecosystem, building partnerships, and enhancing governance and innovation. Parties considered knowledge management under a specific agenda item of COP-5, introduced at the COP for the first time. COP-5 agreed that implementation of the digital strategy should begin, in accordance with the programme of work and budget for the Convention for the biennium 2024–2025, and requested the Secretariat to prioritize relevant activities to implement the strategy in the programmes of work and budgets for the following bienniums.

Effective knowledge management is a cornerstone of the Convention. It allows information exchange among Parties to support their implementation efforts at national and regional levels, including lessons learned through collaboration. The Secretariat's digital strategy aims at increasing this capacity and fostering its monitoring.

Article 17 defines the Secretariat as having a pivotal role in the information exchange procedures and mechanisms to facilitate implementation of the Convention, effectively serving as a centralized hub for

collecting, repackaging, translating if necessary and providing access to information relevant to the implementation of the Convention.

The Secretariat maintains a digital presence through its website, <https://www.minamataconvention.org>, which serves as the main source of information for the public but also as a resource for the Parties to the Convention and stakeholders, industry, civil society, and the scientific community. This activity aims to strengthen the Secretariat's functioning and impact.

See also fact sheet C for activity 7 dealing with data reported by the Parties and the online reporting system.

All the mentioned digital platforms need to be updated, maintained and continuously enhanced to maximize their usefulness to the Parties.

Outcomes and activities

Component 10.1. Digital strategy

OUTCOMES

Start implementing the digital strategy proposed to COP-5 based on three pillars: (1) digital ecosystem, (2) building partnership and digital literacy, and (3) governance and innovation, by showing clear progress from the proposed activities of continuous improvement of the Convention website, the digital repository of publications in support of Article 17, the digitalisation of submissions, the Convention's taxonomy, an information exchange platform, online meetings and e-learning proposals.

ACTIVITIES:

Website improvement and maintenance

- Keep content updated in 3 working languages (English, French and Spanish) and official COP documents in all 6 UN languages, including decisions (staff costs);
- Updates to the country profiles to incorporate project information and relevant information related to the Parties' implementation of the Convention;
- Website improvement and maintenance to ensure a good user experience and accessibility standards are maintained over time;
- Enhance semantic relationships and content classification to boost data-driven processes and better support the Parties and other stakeholders in gathering information according to their needs.
- Prepare a monitoring process to get statistics insights (staff costs);
- Web hosting on the UN cloud with a scalable solution to accommodate increasing traffic and content growth.

Digital services during Conference of the Parties meetings

- Dedicated responsive web section with relevant and updated information for participants, meeting documents, events, newsroom, live blog, and a daily interactive schedule. (staff costs);
- Paperless: safe space for in-session documents like conference room papers and other submissions. (staff costs);
- Streaming of plenary sessions to promote transparency and accessibility to following the main proceedings of the meeting. Streaming to be organized by sessions and provide access to the specific statements and agenda items.

Digital repository - scientific information

- Implement an enhanced digital repository of publications and other information resources based on reliable scientific data on mercury research;
- Curate scientific information on topics identified in Article 17 that will contribute to the information exchange and knowledge management processes (staff costs);

Digitize Secretariat's submissions (subject to the availability of resources)

- The Secretariat aims to digitize submissions from Parties, beginning with information on national focal points (as stated in Article 17.4). National Focal Points serve as the main points of contact for information exchange under the Convention, and Parties are required to nominate NFP through the use of a dedicated form. By establishing a digital method to obtain structured data on any changes to the contact details of NFPs, with a clear and efficient workflow, this initiative would greatly assist in avoiding errors when copying information. Moreover, it would enable the Secretariat to promptly and accurately update contact data across all relevant distribution lists and the website.

Convention's taxonomy (subject to the availability of resources)

- Develop a data-driven taxonomy structure to facilitate the organization of knowledge, as well as the analysis, comparison, and retrieval of data on mercury. This effort will also help in having a harmonized translation of relevant terms of the Convention;
- Taxonomies are the first step in achieving structured knowledge and data management based on a semantic framework. These frameworks serve as fundamental building blocks for intelligent search functions, multilingual approaches to content, and auto-tagging content.

Information exchange platform (subject to the availability of resources)

- In compliance with Article 17, develop a digital platform that facilitates cooperation in the exchange of information between the Parties and relevant organizations, including other MEAs. This platform is foreseen as a virtual space to share information, trigger discussion, provide document analysis, and generate working groups on different thematic areas.

Online meetings (staff costs)

- Organize a new Minamata Online season to keep building knowledge among Parties and other stakeholders on the Convention's provisions, policy and scientific aspects;
- Design broadcasted online side events for COP-6;
- Build knowledge and skills in-house on platforms and run digital events to better provide support to Parties;
- Support delegates from developing countries to connect to meetings to diminish the digital divide.

E-learning (subject to the availability of resources) – with a specific focus on developing country Parties

- Prepare e-learning material and interactive courses jointly with the chemicals cluster and InforMEA, seeking synergies on themes related to the implementation of the Convention, such as gender, biodiversity, climate change and pollution.

INDICATORS OF ACHIEVEMENT

- The website and related platforms provide current, relevant and accessible information;
- Minamata Convention website and knowledge management platform updated, and relevant information shared in a timely manner;
- Digital repository implemented;
- Online meetings prepared an organized to support Parties;
- New e-learning training course developed under InforMEA platform.

MEANS OF VERIFICATION

- Minamata Convention website updated and well-maintained;
- Increased number of access to the Minamata Convention website and the knowledge management platform;
- Direct feedback from users;
- Other related platforms updated and integrated with the website database;
- Digital repository accessible by users;
- Number of online meetings and survey to participants;
- New e-learning course updated on InforMEA.

Partners

UNEP, specially the InforMEA initiative and the World Environment Situation Room (WESR); MEAS (in particular chemical and waste conventions), the GEF, WHO, ILO and other UN agencies and MEAs as relevant.

Socio-economic aspects

Sustainable Development Goals: Enhancing communication under the Minamata Convention will contribute to the achievement of the 2030 Agenda for Sustainable Development and the Sustainable Development Goals (SDGs), in particular, Goal 3 on ensuring healthy lives and promoting well-being for all at all ages; Goal 11 on making cities and human settlements inclusive, safe, resilient and sustainable; and Goal 12 on ensuring sustainable consumption and production patterns. Significant contributions will be made to the Goal 5 on Gender Equality.

Gender mainstreaming: The new website of the Convention will have a unique angle on gender seeking balance both from the content and in the images. In addition, the website will include a section dedicated to gender to facilitate the curation of information and access to it.

Integrated Approach: Mainstreaming and the development of partnerships rely upon a higher level of stakeholder awareness of the importance of the implementation of the Minamata Convention in general.

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
10.1 Digital strategy						
Website improvement and maintenance	20,000	25,000	45,000			
Website hosting	2,500	2,500	5,000			
Digital repository	20,000		20,000			
Digitalize Secretariat's submissions				25,000	20,000	45,000
Convention's taxonomy for web semantic				25,000	20,000	45,000
Information exchange platform				35,000	30,000	65,000
e-learning				15,000	15,000	30,000
Component total	42,500	27,500	70,000	100,000	85,000	185,000

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	70,000	185,000	255,000
2024-2025 approved	70,000	185,000	255,000

Fact sheet E. Overall management

Activity 11. Executive direction and management

Budget

General Trust Fund

Special Trust Fund

Reference

N/A

Mandate

Convention: Article 24

COP decision(s): MC-1/15, MC-2/12; MC-3/12; MC-4/2 and MC-4/13, MC-5/20

Financial rules and rules of procedure; relevant decisions of the United Nations Environment Assembly of UNEP.

Background and rationale

This activity provides for the coherent management, coordination, administration and delivery mechanism required for the implementation of the programme of work of the Convention as well as the efficient management and administration of the Secretariat's staff and financial resources, by addressing the needs of the Convention, in conformity with applicable United Nations (UN) rules and regulations, policies and procedures as well as UN business practices.

This activity groups together all staff travel costs related to the programme of work activities in all the other fact sheets and that are funded under the general trust fund.

Outcomes and activities

Component 11.1 Overall management

OUTCOMES

This component aims at the management and coordination of the work under the Convention both externally with relevant stakeholders and internally within the Secretariat. It encompasses the effective and efficient delivery of Secretariat functions, ensuring coherence of the mandated procedures and processes under the Convention and overseeing the implementation of the approved programme of work.

ACTIVITIES (staff costs)

- Deliver the meetings of the Convention;
- Hold internal and external consultations and coordination;
- Build relations with donors for the Convention and for the Specific International Programme, as well as with the Global Environment Facility (GEF) Secretariat and GEF Council and Assembly;
- Deliver outputs envisaged under the programme of work for 2024-25.

INDICATORS OF ACHIEVEMENT

- Delivery of meeting of the Conference of the Parties and their bodies;
- Resources leveraged to support national implementation;
- Implementation and delivery of technical assistance activities in collaboration with relevant partners;
- Openness and transparency of the Secretariat and its activities through web posting of the Secretariat's reports;
- Programme of work delivered by the Secretariat;
- Secretariat staff trained and working efficiently.

MEANS OF VERIFICATION

- List of participants, meeting documents, reports and decisions of COP and subsidiary bodies;
- UNEP financial statements on contributions related to the Convention posted on the UNEP and the Convention's websites;
- Webinars and workshops proceedings posted on the Convention's website;
- Reports posted on the Convention's website;
- Programme of work and budget approved by COP;
- Smooth, collaborative and timely implementation of mandated activities, in conformity with applicable rules and regulations, policies, procedures and practices.

Component 11.2. Staff travel

OUTCOMES

The staff of the Secretariat takes part, as appropriate, in relevant international processes to represent the Convention and the Secretariat cooperates actively with partners to implement the programme of work of the Convention and attain its objectives. Considering the environmental footprint and cost efficiency, the Secretariat will attend meetings online in as much as possible and undertake travel when needed.

ACTIVITIES

- Participation of staff in missions to support the implementation of the Convention;
- Participation of staff in the meetings of the various bodies of the Convention;
- Participation of staff in meetings and activities of other organizations in the chemicals and waste cluster, the sustainable development agenda, and in areas of relevance to the Convention;
- Participation in meetings of the GEF Council, the GEF Assembly, the UN Environment Assembly, and other such key environment and sustainable development fora; and
- Travel of the Executive Secretary and other staff members as required for bilateral and partner meetings.

INDICATORS OF ACHIEVEMENT

- Secretariat participation at relevant meetings and conferences;
- Effective cooperation with partners and input is provided to ongoing processes as necessary;
- The Minamata Convention is part of relevant international processes.

MEANS OF VERIFICATION

- Staff travel reports;
- Reports on international cooperation activities.

Partners

UNEP and UNEP regional offices, as well as other organizations in the UN system; Global Environment Facility (GEF), civil society, industry, academia; other MEAs, Basel and Stockholm conventions regional centres.

Socio-economic aspects

Sustainable Development Goals: The activity will address all three dimensions of the Sustainable Development: environmental, economic and social. Among other Sustainable Development Goals (SDGs), it will support the implementation of SDG No. 3 on ensuring healthy lives (target 3.9: by 2030 substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination), SDG No. 5 on gender equality, SDG No. 12 on ensuring sustainable consumption and production patterns (target 12.4: by 2020 achieve environmentally sound management of chemicals and all wastes throughout their lifecycle and minimizing their adverse impacts on human health and the environment); it will also support SDG No. 1 on ending poverty in all its forms everywhere, SDG No.16 on promoting peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels, etc.

Gender mainstreaming: Activity 10 will be linked to the gender mainstreaming activities under Component 14 of the programme of work with the objective of promoting a multi-stakeholder approach to raise awareness of the linkages between mercury exposure, the effects on human health and the environment, and gender differences in risks and impact, in line with the Minamata Convention gender action plan.

Integrated Approach: The activity will be supportive of the integrated approach to address the financing of the sound management of chemicals and wastes, in particular in relation to mainstreaming of chemicals and wastes into sustainable development processes, as provided for in the resolutions adopted by the United Nations Environment Assembly of the United Nations Environment Programme at its first session in 2014 and in 2015 on the Agenda 2030 and the 17 SDGs.

Resource allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024- 2025)	2024	2025	Total (2024- 2025)
11. Executive direction and management						
11.1. Overall management						
Overall management	2,358,329	2,649,808*	5,008,137			
Strategic external and internal consultations and coordination	10,000	10,000	20,000			
Component total	2,368,329	2,659,808	5,028,137			
11.2 Staff travel						
Staff travel	86,500	103,000	189,500			
Component total	86,500	103,000	189,500			
Grand Total	2,454,829	2,762,808	5,217,637			

*Note: Includes the approved funding for the P3 Programme Officer (effectiveness / national reporting) for 2025 amounting to USD 249,424 before programme support costs

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	4,665,567		4,665,567
2024-2025 approved	5,217,637		5,217,637

Activity 12. International cooperation and coordination

Budget

General Trust Fund Special Trust Fund

Reference

UNEP/MC/COP.5/21: International cooperation and coordination

Mandate

Convention: Articles 16, 23, 24

COP decision(s): MC-1/11, MC-3/11, MC-4/9, MC-4/12, MC-5/18, MC-5/19

Background and rationale

International cooperation and coordination with relevant bodies aim to enhance the effectiveness of the implementation of the Convention by ensuring consistency and coherence, sharing experiences and approaches, and increasing the efficient use of resources and expertise.

Article 16 of the Convention states that the Conference of the Parties, in considering health-related issues or activities, should: (a) consult and collaborate with the World Health Organization, the International Labour Organization and other relevant intergovernmental organizations, as appropriate; and (b) promote cooperation and exchange of information with the World Health Organization, the International Labour Organization and other relevant intergovernmental organizations, as appropriate.

Article 23 of the Convention sets out that the Conference of Parties shall also cooperate, where appropriate, with competent international organisations and inter-governmental and non-governmental bodies.

Article 24 indicates that the Secretariat shall coordinate as appropriate with Secretariats of relevant international bodies, particularly with other chemicals and waste conventions.

MC-4/12 requested, *inter alia*, the Secretariat to continue gathering knowledge about, raising awareness of and demonstrating, the contribution of the implementation of the Minamata Convention to other relevant international regulations and policies, including those related to pollution, biodiversity and climate change, and to prepare, subject to the availability of resources, a report, including possible recommendations, on how the Convention could contribute to the post-2020 global biodiversity framework, once adopted, for consideration by the Conference of the Parties at its fifth meeting. MC-3/11, MC-4/9 and MC-5/19 on enhanced cooperation between the Secretariat of the Minamata Convention on Mercury and the Secretariat of the Basel, Rotterdam and Stockholm conventions requested the Executive Secretary to continue to cooperate as appropriate on relevant administrative, programmatic, technical assistance and technical matters. In decision MC-5/18, the COP requested the Secretariat to continue to enhance cooperation and coordination with the Secretariat of the Global Framework on Chemicals to ensure mutual support for the implementation of the Minamata Convention and the framework and to develop a proposal for activities providing such mutual support, to be included in the programme of work to be considered by the Conference of the Parties at its sixth meeting.

Outcomes and activities

Component 12.1. Cooperation on the broader sustainable development and environment agenda

OUTCOMES

The Secretariat will continue to engage in support of reaching the Sustainable Development Goals, and Goal 12, in particular, and to address the triple planetary crisis of biodiversity loss, climate change and pollution. In particular, the Secretariat will respond and build upon the momentum created through decisions MC-4/12, calling for a study on the contribution of the Minamata Convention to the global biodiversity framework (once adopted), and MC-5/17, calling Parties, other governments and stakeholders to action to generate co-benefits for the Minamata Convention and the Kunming Montreal Global Biodiversity Framework (KMGBF), and requesting the Secretariat to continue supporting the relevant processes to improve coherence among multilateral environmental agreements, including the Liaison Group of Biodiversity related Conventions, and to support Parties and stakeholders in sharing their experience.

The Secretariat foresees a range of activities which encompass promoting knowledge on mercury issues and the Minamata Convention in the UN system, including at the High Level Political Forum (HLPF), bringing Minamata Convention issues into the UN Environment Programme's processes, including UNEA, meetings of UNEP's Senior Management Team extended to Multilateral Environmental Agreements (MEAs), meetings of the Conference of the Parties to the Convention on Biological Diversity (CBD COP) and other relevant meetings and processes, the MEA Information and Knowledge Management Initiative, as well as to the implementation of the UNEP Programme of Work 2023-2024 and Medium Term Strategy 2022-2025, the "Bern Conferences" on synergies among MEAs, the Montevideo Programme for the Development and Periodic Review of Environmental Law, and participating and contributing to the UN Environment Management Group (EMG).

ACTIVITIES

- Participate in and contribute to meetings and processes on sustainable development and the environment, including UNEA6, CBD COP, Bern Conferences and HLPF (staff costs);
- Contribute to work of other bodies on climate change and biodiversity as contributions from the chemicals and waste cluster and targeted studies to increase the recognition of the contribution the Convention makes to implementation of a broader environmental agenda.

INDICATORS OF ACHIEVEMENT

- Mercury pollution is addressed in broader sustainable development and environment agenda in a coherent and synergistic manner;
- The monitoring framework of the KMGBF contains, under Target 7, indicators related to highly hazardous chemicals and mercury;
- Publications demonstrating the relevance and contribution of the Minamata Convention to biodiversity.

MEANS OF VERIFICATION

- Reports of relevant meetings and processes;
- Publications.

Component 12.2. Cooperation within the chemicals and waste cluster

OUTCOMES

The Secretariat will continue to promote knowledge of mercury issues in the chemicals and waste cluster, cooperate and collaborate with the Basel, Rotterdam and Stockholm conventions and its Secretariat, cooperate and collaborate with the Secretariat of the Global Framework on Chemicals, cooperate and collaborate with the UNEP Global Mercury Partnership (GMP), the UNEP Chemicals and Waste Branch (including the Special Programme, the Osaka-based International Environmental Technology Centre), foster close working relations with the UNEP Regional Offices on chemicals and waste matters, and with the Basel Convention regional and co-ordinating centres, and Stockholm Convention regional and sub-regional centres, cooperate and collaborate with Implementing and Executing agencies and organisations, intergovernmental and non-governmental organisations dealing with chemicals and waste, as well as the Inter-Organization Programme for the Sound Management of Chemicals (IOMC) and its Mercury Group, and other related inter-agency mechanisms. The Secretariat will contribute to the Global Framework on Chemicals. The Secretariat will continue working with the BRS conventions to promote the sound management of chemicals and waste and the understanding of the contribution the implementation of the Minamata Convention makes to the conservation and sustainable use of biological diversity as well as to climate change mitigation and adaptation.

ACTIVITIES

- Participate in and contribute to meetings within the chemicals and waste cluster, including the Basel, Rotterdam and Stockholm Convention COPs, International Conference on Chemicals Management, IOMC meetings and GMP, including PAG (staff costs);
- Contribute to initiatives on the sound management of chemicals and waste (staff costs)

INDICATORS OF ACHIEVEMENT

- Mercury pollution is addressed in the international initiatives on the sound management of chemicals and waste.

MEANS OF VERIFICATION

- Reports of relevant meetings and processes;
- Reports to the Conference of the Parties.

Component 12.3. Other cooperation and coordination

OUTCOMES

The Secretariat will continue its cooperation and coordination with organisations that have areas of common or related interests with the Convention to share experiences and establish synergies, including with the World Health Organization, the International Labour Organization, Office of the High Commissioner for Human Rights, the UNECE Convention on Access to Information, Public Participation in decision-making and Access to Justice in Environmental Matters (Aarhus Convention), the Convention on Long-range Transboundary Air Pollution, the Vienna Convention on the Protection of the Ozone Layer, the Green Customs Initiative, the World Customs Organization, International Whaling Convention, Regional Seas Conventions and Action Plans, International Conference on Mercury as a Global Pollutant, and potentially others. Moreover, the Secretariat initiated more active engagement with Indigenous Peoples through the creation of the Indigenous Peoples Platform to identify concrete areas to enhance coordination to support the implementation of the Convention. The Secretariat will also continue to strengthen its partnerships with international and regional civil society organizations that work to promote a rights-based approach to address the needs and priorities of Indigenous Peoples and local communities with regard to the effects of mercury on their health, livelihoods, culture and knowledge with a view to future work on identifying possible solutions.

ACTIVITIES

- Cooperate with relevant organizations, including those mentioned above, to coordinate joint initiatives, participate in relevant meetings and liaise on relevant processes that contribute to the implementation and overall objective of the Convention (staff costs);
- Cooperation with Indigenous peoples, in particular through the Indigenous Peoples Platform and other relevant processes (staff costs);
- Cooperate with relevant partners in a further exploratory analyses of the socio-economic impacts of mercury in the environment.

INDICATORS OF ACHIEVEMENT

- Mercury pollution, including its effects on Indigenous Peoples and local communities, is addressed in a synergistic manner across different organizations and initiatives.

MEANS OF VERIFICATION

- Reports of relevant meetings and processes.

Partners

Various partners including UN agencies, other intergovernmental organizations, non-governmental organizations.

Socio-economic aspects

Sustainable Development Goals: International cooperation and coordination under the Convention addresses the following targets set out in the 2030 Agenda for Sustainable Development:

- Target 3.9: By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination;
- Target 6.3: By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally;
- Target 12.4: By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.

Gender mainstreaming: International cooperation activities will give due consideration to the Minamata convention gender action plan and the differential needs of men, women and vulnerable populations and integrate gender and human rights perspectives. Activity 12 will be linked to the gender mainstreaming activities under Component 14 of the programme of work with the objective of promoting a multi-stakeholder approach to raise awareness of the linkages between mercury exposure, the effects on human health and the environment, and gender differences in risks and impact.

Integrated Approach: All three parts of this activity contribute to catalyzing coordination among relevant stakeholders within Parties, including civil society and private sector, as relevant, for an improved implementation and compliance with the Convention.

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024- 2025)	2024	2025	Total (2024- 2025)
12. International cooperation and coordination						
12.1. Cooperation on the broader sustainable development and environment agenda						
Expert support				30,000	70,000	100,000
Component total				30,000	70,000	100,000
Grand Total				30,000	70,000	100,000

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved		15,000	15,000
2024-2025 approved		100,000	100,000

Activity 13. Financial resources and mechanism

Budget

General Trust Fund Special Trust Fund

Reference

- UNEP/MC/COP.5/10:** Update on matters related to the Global Environment Facility
- UNEP/MC/COP.5/10/Add.1:** Executive summary of the report of the Council of the Global Environment Facility to the Conference of the Parties at its fifth meeting
- UNEP/MC/COP.5/INF/14:** Report of the Global Environment facility to the Conference of the Parties at its fifth meeting
- UNEP/MC/COP.5/11:** Overall report on the Specific International Programme to Support Capacity-Building and Technical Assistance
- UNEP/MC/COP.5/11/Add.1:** Governing Board of the Specific International Programme, including the Executive Summary of the Mid-Term Evaluation of the Programme
- UNEP/MC/COP.5/INF/15:** Governing Board of the Specific International Programme to Support Capacity-Building and Technical Assistance: Meeting reports
- UNEP/MC/COP.5/INF/16:** Mid-term Evaluation of the Specific International Programme to Support Capacity-Building and Technical Assistance
- UNEP/MC/COP.5/12:** Review of the financial mechanism
- UNEP/MC/COP.5/INF/17:** Report of the Second Review of the Financial Mechanism covering the period of August 2019 to July 2022
- UNEP/MC/COP.5/INF/18:** Report by the Special Programme to support institutional strengthening at the national level for implementation of the Basel, Rotterdam and Stockholm conventions, the Minamata Convention and the Strategic Approach to International Chemicals Management

Mandate

Convention: Article 13

COP decision(s): MC-1/5, MC-1/6, MC-3/7, MC-4/4, MC-4/7, MC-5/7, MC-5/11.

Background and rationale

In paragraph 5 of Article 13, on financial resources and mechanism, the Minamata Convention on Mercury defines a mechanism for the provision of adequate, predictable and timely financial resources to support developing-country Parties and Parties with economies in transition in implementing their obligations under the Convention. According to the Convention, the mechanism includes the Global Environment Facility Trust Fund and the Specific International Programme to Support Capacity-Building and Technical Assistance.

Financial resources

MC-4/7 adopted the terms of reference for the second review of the financial mechanism set forth in the annex to the decision, and requested the Secretariat to compile information relevant to the second review of the financial mechanism for consideration by the Conference of the Parties at its fifth meeting. The Secretariat will facilitate the decision of the Conference of the Parties on this matter during this biennium.

As per Decision 5/11, the Secretariat will prepare draft terms of reference for the third review of the financial mechanism for consideration by the Conference of the Parties at its sixth meeting. The Secretariat will include proposed gender considerations in the draft terms of reference for the third review.

Paragraph 1 of Article 13 states each Party undertakes to provide, within its capabilities, resources in respect of those national activities that are intended to implement the Convention, and that financial resources intended to implement the Convention may include domestic funding through relevant policies, development strategies and national budgets, and bilateral and multilateral funding, as well as private sector involvement. In the 2024-2025 biennium, the Secretariat, subject to the availability of resources, will undertake a mapping analysis of current and potential sources of support from bilateral, multilateral, regional and private sector sources, with a particular focus on needs and challenges identified in national reporting and by the Implementation and Compliance Committee. The Secretariat will further promote the exchange of this information among Parties through webinars, regional meetings, case studies, and other communication efforts as appropriate.

In addition to the financial mechanism defined in the Convention and described above, implementation support to countries is provided through the Special Programme on Institutional Strengthening for the Chemicals Cluster as established by the first UN Environment Assembly and hosted by the Chemicals and Health Branch/Economy Division/United Nations Environment Programme. The Special Programme has concluded six rounds of applications since its establishment in 2015 and opened its Seventh Round of applications in April 2023. The Secretariat engages with the Special Programme to ensure that its Executive Board and applicants have full information regarding the Convention and relevant implementation needs. This includes participating on the Special Programme's internal task team as it reviews both submitted and revised applications, participating in its Executive Board meetings to provide updates on the Convention and any needed clarifications; participating in application webinars; and providing requested text updates to Special Programme guidance, guidelines, and information resources.

Global Environment Facility Trust Fund

The GEF has provided programming support on mercury since the fifth replenishment period. The GEF has provided enabling activity support in the form of Minamata Initial Assessments and ASGM National Action Plans, and has also supported numerous Parties in meeting their substantive obligations in accordance with the COP's Guidance to the GEF. The Secretariat reviews projects seeking Minamata Convention GEF funding; engages in GEF Council, replenishment, Assembly, and Chemicals and Waste Task Force meetings; provides Convention-related information to GEF agencies as they plan and implement projects; and provides support to Parties as they consider funding sources. In the 2022-2023 biennium, the Secretariat revamped the projects database for the Convention website; and has undertaken data analysis and visualizations for use in the second review of the financial mechanism and for broader awareness of Parties. Subject to the availability of resources in the 2024-2025 biennium, the Secretariat will support database updates and improvements as well as communications on results and impacts of projects funded through the financial mechanism, with a view towards broadening dissemination of information on effective approaches, improving Parties' understanding of available resources; and providing effective input into GEF-9 deliberations.

GEF provides major support to Parties to implement Article 7 of the Convention on artisanal and small-scale gold mining (ASGM). The Secretariat tracks notifications, submissions, reviews and associated deadlines pursuant to Article 7. In its decision MC-4/4, the COP adopted the updated guidance on developing a national action plan to reduce and, where feasible, eliminate mercury use in ASGM. Further, in decision MC-5/7, the COP invited GEF to include support to Parties undertaking their first reviews of the progress made in meeting obligations under Article 7 as part of the Facility's enabling activity support.

Specific International Programme

In decision MC-1/6 on the Specific International Programme (SIP), the Conference of the Parties decided that the Secretariat hosts the Specific International Programme. The decision also provided guidance on the operations of and duration of the SIP and the terms of reference of the Programme as set out in the annexes

to the decision. At the request of the COP, the Executive Director of the UNEP has established a trust fund for the Programme and through the Secretariat of the Convention implemented the requested governance arrangements. The Secretariat provides full support to the functioning of the Governing Board of the SIP and to the application process, review and appraisal of all applications, implementation of administrative arrangements to make grants available to the successful applicants at the conclusion of each Round. The Secretariat undertakes continuous monitoring, project management follow-up, project closeouts and terminal evaluations. In the 2022-2023 biennium, the Secretariat engaged an expert consultant to conduct a mid-term evaluation of the programme, as requested by the Governing Board. In the 2024-2025 biennium, in addition to the support described above, the Secretariat will facilitate deliberations of the Governing Board, as appropriate, on the next Round of applications and on the implementation of any Governing Board decisions resulting from their deliberations on the mid-term evaluation. The Secretariat will facilitate deliberations of the Governing Board, as appropriate, on the results and recommendations of the mid-term evaluation and implement decisions of the Governing Board resulting from these deliberations. The Secretariat will continue including gender perspectives as part of the appraisal and evaluation of projects under the Specific International Programme.

Outcomes and activities

Component 13.1. Financial resources

OUTCOME

Through this activity the Secretariat supports Parties' more comprehensive view on resources at domestic, bilateral and multilateral level, including private sector funding, to implement the Convention as per paragraphs 1 and 3 of Article 13. The Secretariat also seeks to ensure that funds for activities to support the implementation of obligations under the Minamata Convention may be made available to and through other relevant funding sources, including the Special Programme on Institutional Strengthening.

ACTIVITIES

- **Mapping analysis and awareness of financial flows:** Analyze opportunities for mobilization of domestic, bilateral, multilateral and private sector funding per Article 13 para 1 and consistent with the integrated approach to financing of chemicals and waste, though analysis of relevant flows of financial, substantive and political resources including financing directed through the integrated programming of the Global Environment Facility and other sources towards climate, deforestation, biodiversity, including as appropriate socioeconomic impacts (subject to availability of resources);
- Support the application rounds, review, and appraisal of projects before the Executive Board of the Special Programme (staff costs);
- Draft terms of reference for the third review of the financial mechanism for consideration by the Conference of the Parties at its sixth meeting, including gender elements;
- Follow-up on COP-5 invitation to GEF to support the Parties' review of progress in implementing Article 7 of the Convention, and of an online tool for Parties to use when undertaking their reviews (staff costs).

INDICATORS OF ACHIEVEMENT

- Mapping analysis of financial flows and opportunities completed;
- Minamata Convention Secretariat input to Special Programme delivered.

MEANS OF VERIFICATION

- Report on financial flows and opportunities;
- Meeting and other reports covering matters related to the Special Programme.

Component 13.2. Financial mechanism – Global Environment Facility

OUTCOMES

Through this activity the Secretariat supports engagement with the GEF Secretariat, the GEF Council, GEF Implementation Agencies, and Parties to support the availability of funds for activities as outlined in the COP Guidance to the Global Environmental Facility to support the implementation of Minamata Convention obligations.

ACTIVITIES

- Projects database and impact communications: Implement improvements to projects database, dashboards and maps to visualize projects, incorporating impact analysis of completed and ongoing GEF projects to show environmental results achieved, including as input to GEF-9 future programming strategy, and production of robust communications on these (subject to availability of resources);
- Engage regularly with the GEF CEO, GEF Secretariat, GEF Council members, GEF Implementing Agencies, and countries obtaining/seeking to obtain GEF funding, for political and strategic engagement purposes (staff costs);
- Participate actively in the GEF Chemicals and Waste Task Force to provide political and technical advisory input in programme planning, and for project submissions to the GEF (staff costs);
- Review and comment on submitted projects, provide input into GEF Independent Evaluation Office program and project reviews, and provide input in relevant STAP meetings (staff costs);
- Follow-up on COP-5 invitation to GEF to support Parties' review of progress in implementing Article 7 of the Convention, and of an online tool for Parties to use when undertaking their reviews (staff costs).

INDICATORS OF ACHIEVEMENT

- Relevant COP decisions implemented
- GEF portfolio on mercury remains responsive to COP guidance;
- Timely and required input delivered to the GEF Secretariat, the Chemicals and Waste Task Force, and other stakeholders;
- Projects database and maps integrated on the Convention's website;
- One or more GEF project to assist Parties in undertaking a review of Article 7 implementation.

MEANS OF VERIFICATION

- Meeting and other reports covering matters related to the GEF;
- Convention website, publications and communications;
- Project document(s).

Component 13.3. Financial mechanism – Specific International Programme

OUTCOMES

Through this activity the Secretariat provides the full Secretariat functions required to run the Specific International Programme to enable the disbursement of funds by the grant-making Programme to successful Party applicants, so as to support national capacity building and technical assistance to meet Minamata Convention obligations; closely monitors the implementation of SIP-funded activities; ensures sound reporting on such activities; and communicates on results achieved.

ACTIVITIES

- Provide full Secretariat support to the Governing Board of the Specific International Programme (staff costs);
- Provide full Secretariat support to the application rounds of the Specific International Programme (launch round, produce guidelines, support Q&A during the project application process, review all applications received by the mandatory application deadline, prepare appraisals for the Governing Board's decision) (staff costs);
- Provide full Secretariat support to administer the Specific Trust Fund (staff costs);
- Provide full Secretariat implementation support to projects approved by the Governing Board for funding (programmatic and administrative support to finalise project documentation in preparation for the signature of the legal agreements, disbursement of funds, monitoring of implementation, closure of completed projects, evaluation of completed projects) (staff costs);
- Raise funds for the Specific Trust Fund (staff costs);
- Communicate to donors and potential donors and other partners for funding opportunities (staff costs);
- Undertake donor recognition and reporting (staff costs).

INDICATORS OF ACHIEVEMENT

- Meetings of Governing Board organised;
- Application rounds implemented;
- Timely and complete Specific Trust Fund reports provided to Governing Board and Conference of the Parties;
- Legal arrangements completed for approved projects;
- Completed projects successfully closed out in reasonable timeframe;
- Inclusion of gender considerations in the process of appraising and evaluating projects under the Specific International Programme

MEANS OF VERIFICATION

- Meeting and other reports and documents covering matters related to the Specific International Programme;
- Financial report on the Specific International Programme, and audits/evaluations;
- Convention website, publications and communications;
- Terminal evaluations and reviews.

Partners

Donor and recipient countries, bilateral and multilateral aid agencies, international financial institutions, private sector entities, the GEF Secretariat, Chemicals and Health Branch of UNEP, Secretariat of the Special Programme, GEF Implementing Agencies and IOMC organizations.

Socio-economic aspects

Sustainable Development Goals: Implementing the programme of work activity on financial resources and mechanisms addresses the following targets set out in the 2030 Agenda for Sustainable Development:

- Target 3.9: By 2030, substantially reduce the number of deaths and illnesses from hazardous chemicals and air, water and soil pollution and contamination;
- Target 6.3: By 2030, improve water quality by reducing pollution, eliminating dumping and minimizing release of hazardous chemicals and materials, halving the proportion of untreated wastewater and substantially increasing recycling and safe reuse globally;
- Target 12.4: By 2020, achieve the environmentally sound management of chemicals and all wastes throughout their life cycle, in accordance with agreed international frameworks, and significantly reduce their release to air, water and soil in order to minimize their adverse impacts on human health and the environment.

Gender mainstreaming: The financial resources and mechanism of the Minamata Convention will give due consideration to the Minamata Convention gender action plan contained in document UNEP/MC/COP.5/INF/10. and the differential needs of men, women and vulnerable populations. Gender and human rights will be integrated in the entire lifecycle of the programme and will be linked to the gender mainstreaming activities under Component 14 of the programme of work. The programme will promote a multi-stakeholder approach to raise awareness of the linkages between mercury exposure, the effects on human health and the environment, and gender differences in risks and impact. In particular, as part of the COP-5-agreed activities to advance the implementation of the gender action plan during the 2024-2025 biennium, the Secretariat will continue to include gender considerations in the process of appraising and evaluating projects under the Specific International Programme. As part of its efforts in cooperation with the GEF to support Parties' review of progress in implementing Article 7 of the Convention, the Secretariat will invite Parties to incorporate gender elements into the review of national action plans to be submitted in accordance with subparagraph 3 (c) of Article 7 and subparagraph 1 (i) of annex C to the Convention. With respect to the review of the financial mechanisms, the Secretariat will invite Parties to include gender considerations in the terms of reference for the next review of the financial mechanism. With respect to the Specific International Programme, the Secretariat will deliver gender-sensitive training on the development of project proposals to access funding under the financial mechanism of the Convention, in collaboration with Global Environment Facility Secretariat. The Secretariat will also develop case studies on the gender dimensions of projects funded by the Specific International Programme to Support Capacity-Building and Technical Assistance.

Integrated Approach: The financial resources and mechanism of the Minamata Convention advance the integrated approach to financing the sound management of chemicals and waste (UNEP/GC.27/7).

Resources allocation

Activity/Output	Budget 2022-2023					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
13. Financial resources and mechanism						
13.1. Financial resources						
Mapping analysis and awareness of financial flows				24,000		24,000
Component total				24,000		24,000
13.2 Financial mechanism – Global Environment Facility						
Project database and impact communications				20,000		20,000
Component total				20,000		20,000
13.3 Financial mechanism – Specific International Programme						
Component total						
Grand Total				44,000		44,000

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	47,000	35,000	82,000
2024-2025 approved	0	44,000	44,000

Fact sheet F. Legal and policy activities

Activity 14. Legal and policy activities

Budget

- General Trust Fund Special Trust Fund

Reference

UNEP/MC/COP.5/3:	Mercury supply sources and trade
UNEP/MC/COP.5/14:	Report on the work of the Implementation and Compliance Committee of the Minamata Convention on Mercury, including recommendations
UNEP/MC/COP.5/13:	Capacity-building, technical assistance and technology transfer (Article 14)
UNEP/MC/COP.5/18:	Mainstreaming gender
UNEP/MC/COP.5/INF/10:	Gender action plan
UNEP/MC/COP.5/21:	International cooperation and coordination

Mandate

Convention: Articles 3, 4, 5, 6, 7, 15, 16, 17, 18, 19, 20, 21, 24, 22, 26, 27, MC-5/2, MC-5/3

Background and rationale

14.1: Work programme of the Implementation and Compliance Committee (ICC)

The ICC was established to promote implementation of, and review compliance with, all provisions of the Convention. The work programme of the Committee includes activities to be undertaken to promote the implementation of and compliance with the Convention with respect to both individual and systemic issues of implementation and compliance. Based on the examination of these issues, the Committee shall make recommendations to Conference of the Parties, as appropriate. The Secretariat's support to the ICC includes the following activities: development of reports, translation of guidance documents for the consideration by the Conference of the Parties and liaising with Parties concerned by a submission. The organization of meetings of the Committee in 2024 and 2025 is covered in Activity 3 above on Implementation and Compliance Committee.

14.2: Core legal and policy activities

Legal activities underpin a variety of the functions of the Secretariat. These include generic as well as Convention-specific legal and policy advice and analysis pertaining to the implementation and development of the Convention; drafting of legal agreements; international cooperation activities on legal and policy matters; and activities pertaining to chemicals and waste-related indicators for the Sustainable Development Goals (SDGs). Additional legal and policy activities under the Convention, including on SDGs are undertaken in the context of activity 4 on capacity building and technical assistance, and activity 12 on international cooperation and coordination.

14.3: Implementation of and compliance with trade related provisions

Legal and policy activities under the Convention are undertaken in the context of the implementation and compliance with trade related provisions. These include advice on completing the forms required under Article 3 related to trade in mercury, and support cooperation with other MEAs and partners (e.g. European Union Network for the Implementation and Enforcement of Environmental Law, International Network for Environmental Compliance and Enforcement, UNEP, Regional Enforcement Network for Chemicals and Waste, World Customs Organization, Green Customs Initiative, INTERPOL) to prevent and combat mercury trade which is not compliant with the Convention.

COP-5 adopted decision MC-5/2 on mercury supply sources and trade, which requested the Secretariat to carry out a list of activities, subject to availability of resources, with the aim of strengthening implementation of Article 3 of the Convention. Specific activities relevant to this activity area are listed below. COP-5 also adopted decision MC-5/3 requesting the Secretariat to initiate a study of the global supply, production, trade and use of mercury compounds and present the report to the Conference of the Parties at its sixth meeting for consideration.

14.4: Gender

The Convention pays particular attention to health concerns, especially in developing countries, resulting from exposure to mercury of vulnerable populations, especially women, children, and through them future generations.

COP-5 decision MC-5/15 welcomed the gender action plan of the Minamata Convention contained in document UNEP/MC/COP.5/INF/10. The gender action plan provides a comprehensive blueprint for actions to promote gender equality. It identifies both the enabling conditions and the specific policy and programmatic steps needed to mainstream gender and to work effectively towards gender equality and the empowerment of women and girls in all activities within the purview of the Convention. The plan is organized according to actions proposed for the Secretariat, for Parties and for other relevant stakeholders. Considering its long-term objectives and the limited resources available for its implementation, the gender action plan does not include any specific timelines or deadlines. Instead, the suggested approach for implementation the plan is to identify a list of activities that could be carried out during each biennium and to integrate those activities, as appropriate, into the programme of work and budget to be adopted by the Conference of the Parties.

COP-5 identified a list of priority activities to be carried out by the Secretariat as well as Parties and other stakeholders during the 2024-2025 biennium, in accordance with decision MC-5/15. These activities, listed in Annex I of document UNEP/MC/COP.5/18, have been integrated under relevant activity areas in the 2024-2025 programme of work and budget based on their relevance to the subject matter.

Outcomes and activities

Component 14.1. Work programme of the Implementation and Compliance Committee (ICC)

OUTCOMES

Activities entrusted by the COP to the Implementation and Compliance Committee (ICC) and that the ICC decides to undertake are implemented. The outcome of these activities is expected to be an improved implementation of and compliance with the Convention.

ACTIVITIES

- Coordinate within the Secretariat the ICC's intersessional work (staff costs only);

- Support ICC in identifying issues of implementation and compliance, communication with ICC members, organization of meetings (staff costs only);
- Support the ICC in implementing its work programme, and follow up on ICC requests to reach out to Parties;
- Support the ICC in developing its draft programme of work and its report to the COP (staff costs only);
- Follow-up on COP decisions related to the ICC's work (staff costs only).

INDICATORS OF ACHIEVEMENT

- Assistance for the operation of the ICC is provided to the satisfaction of the ICC and its Chair;
- Support to the ICC for undertaking the activities of its work programme is provided to the satisfaction of the ICC and its Chair.

MEANS OF VERIFICATION

- Feedback from members and the Chair.

Component 14.2. Core legal and policy activities

OUTCOMES

The Secretariat's legal operations are undertaken in line with relevant rules and regulations; the Parties are supported in their efforts towards the implementation of the Convention; the legal and policy aspects of the implementation and further development of the Convention are addressed. Progress is made in providing information of relevance to the chemicals and waste-related indicators for the Sustainable Development Goals.

ACTIVITIES

- Provide legal and policy advice and analysis pertaining to the implementation and development of the Convention (staff costs only);
- Collect and disseminate information on National Focal Points designated under Article 21 of the Convention (staff costs only);
- Collect and disseminate information on proposed amendments to the Convention;
- Provide legal advisory service to the Convention's bodies (staff costs only);
- Draft legal agreements (staff costs);
- Undertake Party-status related activities (staff costs only);
- Coordinate data collection for the SDG indicator 12.4.1 (staff costs only).

INDICATORS OF ACHIEVEMENT

- Legal and policy advice, information, analysis and assistance is provided in a timely manner and to the satisfaction of Parties, partners, stakeholders, Secretariat staff and management;
- Relevant information is collected and disseminated and agreements drafted in a timely manner;
- Information of relevance to the chemicals and waste-related indicators for the Sustainable Development Goals is transmitted to UNEP.

MEANS OF VERIFICATION

- Feedback from Parties and stakeholders, reports to the COP;
- Reports to the COP;
- Meeting reports, decisions and other documents developed in the framework of the organizations working on the sustainable development and environment agendas.

Component 14.3. Implementation of and compliance with trade related provisions

OUTCOMES

Parties have a better understanding of and are in a better position to implement and comply with trade-related provisions of the Convention.

ACTIVITIES

- Develop guidance to assist Parties in identifying, managing and reducing mercury trade from primary mercury mining, in coordination with the Global Environment Facility, the Global Mercury Partnership and other stakeholders (subject to availability of resources);
- Initiate a study of the global supply, production, trade and use of mercury compounds, as requested in MC-5/3 (subject to availability of resources);
- Facilitate the exchange of any trade related information the Secretariat has received from Parties pursuant to paragraph 6 of Article 3, and which the Parties concerned have not objected to sharing with other Parties (staff time);
- Support Parties in better understanding the trade provisions, their interrelation with other Articles of the Convention, and the use of trade forms adopted by the Conference of the Parties (subject to availability of resources);
- Develop awareness raising activities about provisions of the Convention on allowed uses and sources of mercury (subject to availability of resources);
- Broaden cooperation with the Secretariats of other multilateral environmental agreements, such as the Secretariat of the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal, the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade and the Stockholm Convention on Persistent Organic Pollutants and the Secretariat of the Montreal Protocol on Substances that Deplete the Ozone Layer, to strengthen the implementation of Article 3 provisions (staff time);
- Cooperate with other partners (e.g. Green Customs Initiative, IMPEL, INECE, UNEP, REN WCO, INTERPOL) to prevent and combat mercury trade which is not compliant with the Convention (staff time).

INDICATORS OF ACHIEVEMENT

- Parties' requests for assistance in using trade related forms under Article 3 are dealt with to their satisfaction;
- Participation in at least 2 activities organized by or in cooperation with other MEAs and partners;
- Training material on trade provisions and forms developed;
- Awareness raising material on allowed sources and uses is developed;
- Guidance on mercury trade from primary mercury mining developed;
- Trade related information is made available on the Convention's website
- A study of the global supply, trade and use of mercury compounds is prepared for COP-6.

MEANS OF VERIFICATION

- Feedback from Parties and other stakeholders;
- Report to the COP;
- Convention's website.

Component 14.4. Gender

OUTCOMES

Advance the implementation of the gender action plan, contained in UNEP/MC/COP.5/INF/10, giving priority to activities to be carried out during the 2024-2025 biennium in accordance with decision MC-5/15 on Gender Action Plan. Depending on their relevance to specific activity areas, some priority activities have been integrated in the gender sections of factsheets A, B and C above; while the remaining priority activities are listed below. The Gender Focal Point of the Secretariat is responsible for the overall coordination of the implementation of the gender action plan, and its priority activities for the biennium.

ACTIVITIES

- Overall coordination of the implementation of the gender action plan, and its priority activities for the biennium, within the Secretariat (staff time);
- Review gender elements in existing national action plans submitted by Parties pursuant to paragraph 3 (a) of Article 7 to establish a baseline for future reviews of national action plans, in collaboration with UNEP Chemicals Branch (subject to availability of resources);
- Incorporate gender elements in existing trainings, such as training on mercury-added products, training for negotiators and potential chairs of contact groups, and training on mercury wastes) organized by the Secretariat in cooperation with partners, such as the Basel, Rotterdam and Stockholm conventions Secretariat and the Global Environment Facility (staff time);
- Encourage the identification of “champions” to support the Secretariat in its efforts to mainstream gender into all activities to be undertaken by the Secretariat as well as by Parties and other stakeholders, in accordance with decision MC-4/10 (staff time);
- Share with Parties surveys and requests for information to enable the Secretariat to identify gender capacity needs and interests of Parties and other stakeholders, subject to availability of resources (subject to availability of resources).

INDICATORS OF ACHIEVEMENT

- Gender action plan integrated in existing programme of work and draft programme of work for the period 2026–2027;
- Priority activities for 2024-2025 biennium delivered
- Training tools designed and delivered.

MEANS OF VERIFICATION

- Gender action plan document;
- Report on Secretariat activities to COP;
- Programme of work for the next biennia;
- Training and workshop reports;
- Gender training participant lists.
- Responses to surveys and calls for information

Partners

The Secretariat's legal and policy activities leverage partnerships and builds on the expertise of many actors in the chemicals and waste cluster as well as gender experts beyond.

Work programme of the ICC: As decided by the ICC.

Core legal and policy activities: Parties, BRS Conventions, Depositary and Office of Legal Affairs, UNEP, WTO, IMO, OHCHR, other IGOs, NGOs, private sector, COP Bureau, Implementation and Compliance Committee.

Implementation of and compliance with trade related provisions: Parties, BCRCs, SCRCs, UNEP, Green Customs Initiative, INTERPOL, World Customs Organization, INECE, IMPEL, Asian Network, other IGOs and NGOs with a mandate on illegal traffic/trade issues.

Gender: GEF has a long-standing commitment to gender mainstreaming, including its 2020 Gender Strategy Gender work will be aligned with UNEP's current policy and strategy for gender equality and the environment

(2015), relevant UNEA resolutions on gender mainstreaming, and UNEP Environmental and Social Sustainability Framework as revised in 2020.

Other relevant key stakeholders, such as the IOMC organizations, Global Mercury Partnership, other multilateral environmental agreements (MEAs), UNEP Regional Offices, non-governmental organizations and private sector organizations, will also be engaged.

Socio-economic aspects

Sustainable Development Goals: All four parts of this activity will contribute to the implementation of the 2030 Agenda for Sustainable Development and the Sustainable Development Goals (SDGs), in particular, Goal 3 on ensuring healthy lives and promoting well-being for all at all ages; Goal 11 on making cities and human settlements inclusive, safe, resilient and sustainable; and Goal 12 on ensuring sustainable consumption and production patterns. Significant contributions will be made to the Goal 5 on Gender Equality.

Integrated approach: All four parts of this activity can contribute to catalyzing coordination among relevant stakeholders within Parties, including civil society and private sector, as relevant, for an improved implementation and compliance with the Convention.

Resources Allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
14. Legal and Policy Activities						
14.1. Implementation and Compliance Committee						
Work programme of the ICC						
Component total						
14.2. Core legal and policy activities						
Component total						
14.3. Trade related provisions						
Component total						
14.4. Gender						
Implementation of gender action plan				13,000		13,000
Gender mainstreaming				15,000	15,000	30,000
Gender training activities				15,000	15,000	30,000
Component total				43,000	30,000	73,000
Grand Total				43,000	30,000	73,000

Overview of resources

Budget	General trust fund	Special trust Fund	Total contribution
2022-2023 approved		60,000	60,000
2024-2025 approved	13,000	60,000	73,000

Fact sheet G. Office maintenance and services

Activity 15. Office maintenance and services

Budget

General Trust Fund

Special Trust Fund

Reference

N/A

Background and rationale

The provision of office maintenance, services and space are necessary for the operations of the Secretariat.

Outcomes and activities

Component 15.1. Office maintenance and services

OUTCOMES

Sufficient office facilities, services and supplies are available to enable the to operate in an efficient and effective manner.

ACTIVITIES

- Operating costs (e.g. UN Security, diplomatic services, UN services (such as procurement), UMOJA, network printing);
- Office maintenance and utilities;
- Communications (fixed and mobile, supplies and services, including website hosting);
- Office equipment and other non-expendable items;
- Office supplies and other expendable items.

INDICATORS OF ACHIEVEMENT

- Availability of office space, services and equipment to facilitate the delivery of the programme of work.

MEANS OF VERIFICATION

- Reports to the Parties and data in Umoja.

Partners

UNON, UNOG, UNEP and external service provider

Socio-economic aspects

Sustainable Development Goals: N/A

Gender mainstreaming: N/A

Integrated Approach: N/A

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
15. Office maintenance and services						
15.1. Office maintenance and services						
Operating costs (Security, diplomatic services, UMOJA, network printing etc.)	120,000	120,866	240,866			
Office maintenance and utilities	32,000	32,000	64,000			
Communications (fixed and mobile, supplies and services, incl website hosting))	6,000	6,000	12,000			
Office equipment and other non-expendable items	2,000	2,000	4,000			
Office supplies and other expendable items	5,000	5,000	10,000			
Component total	165,000	165,866	330,866			
Grand Total	165,000	165,866	330,866			

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	330,000		330,000
2024-2025 approved	330,866		330,866

Activity 16. Information technology services

Budget

General Trust Fund Special Trust Fund

Reference

UNEP/MC/COP.5/23: Programme of work and budget: proposed operational budgets for the two funding scenarios for the biennium 2024-2025

Background and rationale

This activity aims at the provision of basic information technology (IT) and services to ensure a smooth running of the Secretariat and the implementation of the programmes of work of the Convention. These include software packages, network administration, e-mail administration, internet access, security and helpdesk services, as well as non-expandable equipment such as personal computers, which are being leased. The activity also facilitates communication, technical assistance and outreach between the Parties and observers to the convention through the provision of IT solutions for collaboration, used for example for online meetings and trainings under various programme of work activities. To adapt to the new virtual way of working, this activity requires increased IT support to meet the increased requirements for online meeting platforms, ensuring security of online meetings and developing / tailoring software to manage participants in online meetings.

Outcomes and activities

Component 16.1. Information technology services

OUTCOMES

This component ensures the storage and processing of the information generated in the process of convention's implementation as well as provision of service to the Secretariat and Parties during meetings. It also provides the Secretariat with IT equipment and services necessary to implement the programme of work.

ACTIVITIES

- IT services including internet;
- IT equipment and software;
- Software licenses and online meeting platforms.

INDICATORS OF ACHIEVEMENT

- Procedures and resources are in place to ensure the implementations of the programmes of work for 2024-2025;
- Delivery of IT services in a cost efficient and timely manner to the Secretariat and Parties;
- Quality of IT services provided during meetings.

MEANS OF VERIFICATION

- Feedback from the Secretariat and Parties;
- High availability of network and application / platform services with minimal interruption;
- Feedback from the Secretariat and Parties.

Partners

UNEP, UNOG and UNON.

Socio-economic aspects

Sustainable Development Goals: By ensuring proper access to information related to the sound management of chemicals and wastes, this activity contributes to the Sustainable Development Goal 9 on "Industry, innovation and infrastructure" (target 9.c) and 16 on "Peace, justice and strong institutions" (target 16.10).

Integrated Approach: The online meetings and workshops will contribute to catalysing cooperation and coordination among Parties and relevant stakeholders at the global and regional level, including civil society and private sector, as relevant, thus promoting the sound management of chemicals and wastes. As such, this activity contributes to the integrated approach to financing options for chemicals and wastes.

Resources allocation

Activity/Output	Budget 2024-2025					
	General trust fund			Special trust fund		
	2024	2025	Total (2024-2025)	2024	2025	Total (2024-2025)
16. Information technology services						
16.1 Information technology services						
IT services including internet	56,000	56,000	112,000			
IT equipment and software	3000	3,000	6,000			
Licenses, software	1500	1,500	3,000			
Component total	60,500	60,500	121,000			
Grand Total	60,500	60,500	121,000			

Overview of resources

Budget	General trust fund	Special trust fund	Total contribution
2022-2023 approved	116,000		116,000
2024-2025 approved	121,000		121,000