



## **Programme of work and budget for 2022–2023: Overview of the activities and budget planned under the Minamata Convention in 2022-2023**

**Prepared by the secretariat based on COP-4 document UNEP/MC/COP.4/INF/22 and COP-4 decisions**

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# Fact sheet A. Conferences and meetings

## Activity 1. Fifth meeting of the Conference of the Parties

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### Budget

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General Trust Fund       Special Trust Fund

### Reference

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MC/COP.4/24 and MC/COP.4/24/Add.1

### Mandate

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**Convention:** article 23

**COP decision(s):** Rules of procedure, MC-1/10, MC-2/5, Mc-4/6, MC-4/14.

### 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 fifth meeting of the Conference of the Parties is to be held on 30 October to 3 November 2023, in Geneva preceded by Regional Meetings to allow parties to take relevant decisions to advance the implementation of the Convention and to continue its review and evaluation. **Outcomes and activities**

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## Component 1.1. Fifth meeting

### OUTCOMES

Arrangements for the fifth 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;
- Number of men/women within delegations, chairs of contact and other groups.

## MEANS OF VERIFICATION

- Meeting webpage for registration, documentation, and logistic info;
- COP-5 meeting report and feedback from Bureau and meeting participants;
- List of participants of the COP.

## 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-5 in 2023. Parties become familiar with the agendas and organization of work of the meeting and have the opportunity to discuss regional challenges and positions.

### ACTIVITIES

1. Organize travel of funded participants for regional preparatory meetings (subject to the availability of funding);
2. Arrange for equipment, meeting venue and provide interpretation for regional preparatory meetings;
3. Staff travel to regional preparatory meetings;
4. 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.

## MEANS OF VERIFICATION

- List of participants of the regional preparatory meetings;
- Proceedings of regional preparatory meetings;
- Feedback from meeting participants and Bureau members.

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## Component 1.3. Intersessional time-based expert groups mandated by the Conference of the Parties

### OUTCOMES

The work of the groups of technical experts on mercury releases and mercury waste thresholds are supported, so that these groups submit their reports to COP-5. For substantive outcome, see Component 5.4.

## ACTIVITIES

1. Convene online meetings of the groups of technical experts on mercury releases and mercury waste thresholds.
2. Convene one face-to-face meeting of the expert group on mercury waste thresholds (subject to the availability of funding).
3. Staff support for organizing online and face-to-face meetings (staff costs).

## INDICATORS OF ACHIEVEMENT

- Online meetings convened.
- Travel of sponsored participants organized.
- Meeting facilities and services provided to ensure smooth running of the meeting.

## MEANS OF VERIFICATION

- Reports on the work of expert groups.
- List of participants of the face-to-face meeting.

## Partners

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United Nations Office in Nairobi (UNON) Conference Services and United Nations Department for Security and Safety. Host countries if the meetings are held outside the seat of the secretariat.

## Socio-economic aspects

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**Sustainable Development Goals:** By ensuring informed participation of developing-country parties and parties with economies in transition in the meetings, including of the Conference of the Parties in 2023, 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:** In the nomination process of participants to the meetings, the secretariat will encourage a balanced gender representation within delegations.

## Resources Requirements

| Activity/Output  | 2022-2023          |                  |                   |                    |                |                   |
|--|--------------------|------------------|-------------------|--------------------|----------------|-------------------|
|  | General trust fund |                  |                   | Special trust fund |                |                   |
|  | 2022               | 2023             | Total (2022-2023) | 2022               | 2023           | Total (2022-2023) |
| <b>Fifth meeting of the Conference of the Parties</b>  |                    |                  |                   |                    |                |                   |
| <b>Fifth meeting of the Conference of the Parties</b>  |                    |                  |                   |                    |                |                   |
| Conference services and logistics  |                    | 300,000          | <b>300,000</b>    |                    |                |                   |
| Interpretation   |                    | 115,000          | <b>115,000</b>    |                    |                |                   |
| Meeting documents  |                    | 300,000          | <b>300,000</b>    |                    |                |                   |
| Meeting report   |                    | 70,000           | <b>70,000</b>     |                    |                |                   |
| Participants' travel   |                    |                  |                   |                    | 425,000        | <b>425,000</b>    |
| Surge capacity requirements for COP (logistics, participants, documents management)          |                    | 270,000          | <b>270,000</b>    |                    |                |                   |
| <b>Component total</b>   |                    | <b>1,055,000</b> | <b>1,055,000</b>  |                    | <b>425,000</b> | <b>425,000</b>    |
| <b>1.2 Regional preparatory meetings</b>   |                    |                  |                   |                    |                |                   |
| Meeting and travel costs   |                    |                  |                   |                    | 420,000        | <b>420,000</b>    |
| <b>Component total</b>   |                    |                  |                   |                    | <b>420,000</b> | <b>420,000</b>    |
| <b>1.3 Intersessional time-based expert groups mandated by the conference of the Parties</b> |                    |                  |                   |                    |                |                   |
| Technical expert groups  |                    |                  |                   |                    | 85,000         |                   |
| <b>Component total</b>   |                    |                  |                   |                    | <b>85,000</b>  |                   |
| <b>Grand Total</b>   |                    | <b>1,055,000</b> | <b>1,055,000</b>  |                    | <b>930,000</b> | <b>930,000</b>    |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved | 1,155,000          | 1,030,000          | 2,185,000          |
| 2022-2023 approved | 1,055,000          | 930,000            | 1,985,000          |

## Activity 2. Bureau of the Conference of the Parties

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### Budget

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General Trust Fund

Special Trust Fund

### Reference

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MC/COP.4-/24 and MC/COP.4/14/Add.1

### Mandate

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COP decision(s): MC-1/1, MC-1/10

### Background and rationale

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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 procedures 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 ICC is an ex-officio member of the Bureau. The Bureau will hold one in-person meeting over two days in 2023, tentatively planned to be in Geneva, Switzerland, in the run-up to COP-5. The Bureau will also hold regular online meetings as needed and decided by the Bureau.

### Outcomes and activities

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#### Component 2.1 Meetings of the Bureau

##### 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 at the meetings (staff costs).

**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 during the meetings;
- 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.
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**Partners**

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N/A.

**Socio-economic aspects**

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**Sustainable Development Goals:** In between sessions, the Bureau supports the Conference of the Parties 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 meeting of the Conference of the Parties in 2023. As such, 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:** The secretariat will encourage a balanced gender representation during the elections of officers. The secretariat will also advise the bureau members on nomination of officers for election and composition of subsidiary bodies/expert groups to ensure gender balance.. Among the current 10 Bureau members, balanced gender representation has been achieved. In the upcoming election of bureau members, the secretariat will encourage to maintain a balanced gender representation.

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## Resources Requirements

| Activity/Output                                   | 2022-2023          |               |                          |                    |      |                          |
|---|--------------------|---------------|--------------------------|--------------------|------|--------------------------|
|   | General trust fund |               |                          | Special trust fund |      |                          |
|   | 2022               | 2023          | Total<br>(2022-<br>2023) | 2022               | 2023 | Total<br>(2022-<br>2023) |
| <b>2. Bureau of the Conference of the Parties</b> |                    |               |                          |                    |      |                          |
| <b>2.1 Meetings of the Bureau</b>                 |                    |               |                          |                    |      |                          |
| Meetings and travel costs                         |                    | 26,000        | <b>26,000</b>            |                    |      |                          |
| <b>Component total</b>                            |                    | <b>26,000</b> | <b>26,000</b>            |                    |      |                          |
| <b>Grand Total</b>                                |                    | <b>26,000</b> | <b>26,000</b>            |                    |      |                          |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved | <b>26,000</b>      |                    | <b>26,000</b>      |
| 2022-2023 approved | <b>26,000</b>      |                    | <b>26,000</b>      |



## Activity 3. Implementation and Compliance Committee

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### Budget

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General Trust Fund

Special Trust Fund

### Reference

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MC/COP.4/15/Rev.1

### Mandate

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**Convention:** article 15

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

### Background and rationale

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The Minamata Convention 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. The Committee held its first meeting in May 2018, its second meeting in June 2019, and its third meeting in June 2021 which due to the extraordinary circumstances of the COVID-19 pandemic was held online. The next Committee meetings will be held in September 2022 (online) and in March 2023 (in-person).

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 its resolution, as the case may be, and to increased 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.<sup>1</sup>

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<sup>1</sup> According to Rule 38 of the Rules of Procedure of the Committee, the working language of the Committee shall be English. In accordance with Rule 39, sessions of the meetings of the Committee where the implementation and/or compliance of a particular party is being considered shall be interpreted from an official language of the United Nations other than English into English if so requested by the particular party. Rule 40 states that official documents of the meetings shall be drawn up in English. However, submissions from parties as per paragraph 4 (a) of article 15 of the Convention shall be made in one of the six official languages of the United Nations. When submitted in one of the official languages of the United Nations other than English, the secretariat shall make arrangements for their translation into English before their distribution. The secretariat shall also make arrangements for the translation into English of national reports, or sections thereof, in one of the United Nations official languages other than English,

## Outcomes and activities

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### Component 3.1. Meetings of the Implementation and Compliance Committee

#### OUTCOMES

Arrangements for the 2022 online meeting and the 2023 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

1. Prepare and publish pre-session meeting documents in consultation/cooperation with ICC Chair;
2. Organize pre-meetings and informal consultations (staff costs);
3. Prepare and dispatch invitations (staff costs);
4. Register participants and observers (staff costs);
5. Organize the travel of sponsored members;
6. Organize the travel of sponsored party representatives, in cases of written submissions from parties with respect to their own compliance;
7. Undertake logistical arrangements with respect to the venue and hosting of the meeting;
8. Prepare outreach and communications (web announcement, briefings, etc.) (staff costs);
9. Prepare outreach and communications materials as decided by the Committee;
10. Coordinate the meetings and provide assistance to the Chair and Vice-Chair (staff costs);
11. Prepare meeting reports (staff costs);
12. Conduct follow-up communications with members, parties and observers as decided by the Committee (staff costs);
13. 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.

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prior to their distribution, when issues are to be considered by the Committee on the basis of national reports, in accordance with paragraph 4 (b) of article 15 of the Convention, or when such national reports or sections thereof are required for the consideration of an issue on the basis of requests from the Conference of the Parties, in accordance with paragraph 4(c) of Article 15 of the Convention.

## Partners

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N/A

## Socio-economic aspects

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**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:** 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 maintain a balanced gender representation.

## Resources Requirements

| Activity/Output   | 2022-2023          |               |                          |                    |      |                          |
|---|--------------------|---------------|--------------------------|--------------------|------|--------------------------|
|   | General trust fund |               |                          | Special trust fund |      |                          |
|   | 2022               | 2023          | Total<br>(2022-<br>2023) | 2022               | 2023 | Total<br>(2022-<br>2023) |
| <b>Implementation and Compliance Committee</b>  |                    |               |                          |                    |      |                          |
| <b>1.2 Implementation and Compliance Committee</b>  |                    |               |                          |                    |      |                          |
| Meeting and travel costs  |                    | 33,000        | <b>33,000</b>            |                    |      |                          |
| Cost associated with the specific work identified by the Committee, i.e. translation of submissions, interpretation |                    | 12,000        | <b>12,000</b>            |                    |      |                          |
| <b>Component total</b>  |                    | <b>45,000</b> | <b>45,000</b>            |                    |      |                          |
| <b>Grand Total</b>  |                    | <b>45,000</b> | <b>45,000</b>            |                    |      |                          |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved | <b>53,000</b>      |                    | <b>53,000</b>      |
| 2022-2023 approved | <b>45,000</b>      |                    | <b>45,000</b>      |

## Fact sheet B. Capacity-building and technical assistance

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

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#### Budget

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General Trust Fund       Special Trust Fund

#### Reference

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MC/COP.4/14, MC/COP.4/INF/11

#### Mandate

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**Convention:** articles 14 and 24

**COP decision(s):** MC-2/11, MC-3/8, MC/COP.4/14, MC/COP.4/INF/11

#### Background and rationale

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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 countries and countries with economies in transition. These needs have been identified through national reports according to Article 21, in completed Minamata Initial Assessments (as received by the secretariat and posted on the Convention website), in ASGM national action plans (NAPs), through the Implementation and Compliance Committee (article 15), 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 by parties or other stakeholders. 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.

To ensure complementarity and avoid duplication, the secretariat delineates its activities to support capacity building and technical assistance from the support provided and funded by the Global Environment Facility (GEF), the Specific International Programme, and the Special Programme<sup>2</sup>.

In 2022-2023 the secretariat will continue to expand and strengthen its collaboration 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 the partnership can similarly ensure that secretariat-managed tools, trainings, and Convention knowledge reach its partners.

In line with article 14 (2), 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 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. In particular, in light of the expected adoption of updated Technical Guidelines on Mercury Waste by the COP of the Basel Convention, the secretariat will expand joint efforts to raise awareness on, and build capacity to implement, the guidelines.

The Convention sets clear deadlines for parties through agreed phase-out dates, and time-bound articles. These guide the prioritisation of activities.

Furthermore, for the United Nations gender mainstreaming has been noted as imperative to support for capacity development and technical assistance to enhance robust implementation.

Key areas of support are identified below:

#### **4.1: Tools, trainings, and delivery modalities**

- Develop and adapt tools and training materials
- Assess modalities to disseminate tools and training materials
- Develop case studies on technology cooperation and private sector engagement
- Undertake facilitated planning sessions
- Expand use and accessibility of digital learning tools and micro-trainings
- Utilize and disseminate tools and training materials

#### **4.2: Specific capacity-building activities**

- Develop and deliver training, workshops, and advisory services on BAT/BEP Guidance
- Develop and deliver training, workshops, and advisory services on trade forms and procedures
- Develop and deliver sub-regional workshops on management of Article 5 industrial facilities
- Enhance understanding and use of Basel Convention Technical Guidelines on Mercury Waste (jointly with BRS) and cooperate with the Global Mercury Partnership in the development of fact sheets
- Reinforce at national level
- Further disseminate tools, training materials, and case studies

#### **4.3: Capacity-building activities upon request**

- Deploy expert advice to parties
- Organize national, sub-regional, or regional planning meetings
- Convene national, sub-regional, or regional implementation support meetings

#### **4.4: Cross-cutting activities**

- Engage partners to design cross-cutting activities to leverage resources for implementation

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<sup>2</sup> 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 (SAICM).

- Design and implement sub-regional projects addressing trade and supply chain issues
- Undertake national projects on mercury linkages with biodiversity, deforestation, and climate
- Deploy secretariat's gender and mercury training at the national level (building upon Activities 10 and 14)

## Outcomes and activities

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### Component 4.1. Tools, trainings, and delivery modalities

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#### 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 application of tools, methodologies, and micro-trainings.

#### ACTIVITIES (subject to the availability of resources)

- Develop and adapt relevant tools and training materials, including translation and production of user-friendly content, in cooperation where relevant with the Global Mercury Partnership;
- Undertake an assessment of modalities to expand the reach and usage of tools and training materials in the context of relevant projects outside of the financial mechanism. This will entail hiring a consultant to work with the secretariat of the Global Mercury Partnership and the secretariat to develop an overview of outputs, in particular tools and training materials, of relevant mercury and chemicals and waste management projects done through regional centres, regional offices, and bilateral programs;
- Develop case studies of ongoing and completed appropriate technology, technology cooperation, and technology transfer efforts within the projects identified in 4.1.2, including case studies of private sector engagement. This will be carefully edited by the secretariat to ensure that all examples reflect approaches consistent with the Convention. This activity will be closely coordinated with Activity 12.1;
- Undertake a series of facilitated planning sessions with UNEP Regional Offices, with participation of the Global Mercury Partnership, to present findings of MIAs, NAPs, and other 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), in an actionable way to guide tool development and dissemination, as well as future capacity-building and technical assistance delivery needs;
- Expand use and accessibility of digital learning tools and micro-trainings. This will begin by undertaking an assessment of options for secretariat's use of digital learning tools and micro-trainings to optimize resources in a way that takes advantage of traditional plus shifted modes of delivery of core content of secretariat implementation support tools, including Minamata Online, as well as relevant tools housed by the Global Mercury Partnership. By expanding into new delivery modalities, the secretariat will seek to mobilize untapped expertise and to bring a wider range of stakeholders into effective and participatory learning environments, with a particular focus on gender equality. This activity will also include making available to parties and to the secretariat centralized and/or local digital training expertise;
- Utilize and disseminate tools and training materials in a wide range of settings, including digital training and workshops, using translation and interpretation services. This activity will leverage workshops and events already planned through other programs, providing the incremental funding to advance this activity.

#### INDICATORS OF ACHIEVEMENT

- Training tools developed and/or adapted;
- Modality assessment;
- 5 case studies;
- 4 facilitated planning sessions;

#### MEANS OF VERIFICATION

- Tools and training materials available on the Convention website, in at least three languages;
- Modality assessment report;
- Case studies available on Convention and/or Partnership website;
- Reports of planning meetings;
- Training and workshop reports;

- At least 50 participants are trained utilizing the new digital learning resources;
- secretariat's tools and methodologies utilized by partners.
- Report on secretariat activities to COP.

## Component 4.2. Specific capacity-building activities

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### OUTCOMES

Enhanced capacities at the national level to implement the Minamata Convention with respect to relevant provisions of articles 3, 5, 8, 10, 11.

### ACTIVITIES (subject to the availability of resources)

- Develop and deliver training, workshops, and targeted advisory services on use of BAT/BEP Guidance for Emissions, in cooperation with the Global Mercury Partnership;
- Develop and deliver training, workshops, and targeted advisory services on use of trade forms, modalities for customs and border controls, and customs codes including through sub-regional workshops with relevant trade-related organizations, in collaboration with the Global Mercury Partnership's trade-related efforts;
- Develop and deliver sub-regional workshops on management of mercury wastes and site management in the context of closure or conversion of facilities per Article 5 on mercury use in industrial processes, in collaboration with the Global Mercury Partnership's industrial process-related efforts;
- Develop and deploy joint efforts with the secretariat of the Basel Convention with respect to technical guidelines for mercury waste through workshops and user-friendly materials, and cooperate with the Global Mercury Partnership in the development and deployment of mercury waste management fact sheets and information materials, including on management of tailings at ASGM sites;
- Design country-level pilot projects based on outcomes of sub-regional workshops;
- Further disseminate tools, training materials, and case studies.

### INDICATORS OF ACHIEVEMENT

- 4 sub-regional workshops on BAT/BEP guidance delivered in two regions;
- 4 sub-regional workshops on trade forms and procedures delivered in two regions;
- 4 sub-regional workshops on industrial facilities delivered in two regions;
- 1 core training material set and 1 set of user-friendly tools developed on Basel guidelines;
- Up to 2 parties receive country-level support;
- Tools and methodologies are disseminated to assist parties in preventing and combating mercury emissions and illegal trade.

### MEANS OF VERIFICATION

- Workshop reports;
- Donor reports;
- Publication of progress on the Convention website;
- Report on secretariat activities to COP;
- Case study on reducing mercury emissions;
- Tools available on the Minamata website.



## Component 4.3. Capacity-building activities upon request

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### 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)

- Provide tailored advice through relevant experts to address technical needs of parties, including those implementing recommendations of the Implementation and Compliance Committee;
- 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;
- Convene sub-regional or regional meetings 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.

### MEANS OF VERIFICATION

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

## Component 4.4. Cross-cutting activities

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### OUTCOMES

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

**ACTIVITIES** (subject to the availability of resources)

- Engage partners to design cross-cutting activities to leverage resources for implementation. This would include staffing to undertake collaborative work with relevant activities including the "Capacity Building related to Multilateral Environmental Agreements (MEAs) in Africa, Caribbean and the Pacific Countries Programme" (ACP MEAs) implemented by UNEP and FAO, activities of the Global Mercury Partnership, and regional center/regional office activities that directly support implementation of Convention obligations (building upon work undertaken in activity 4.1.2) and to design cross-cutting activities that leverage resources for implementation. This will allow the secretariat to further disseminate and make use of tools, training materials, and expertise;
- Design and implement sub-regional pilot projects addressing trade and supply chain issues, including to build capacity among information exchange focal points per Article 17;
- Design and implement national pilot projects on mercury linkages with biodiversity, deforestation, and/or climate change;
- Adapt and deploy at the national and sub-regional level the secretariat's gender and mercury training in e-learning format when appropriate, in conjunction with other relevant events at national and sub-regional levels, including the Global Mercury Partnership's activities on incorporating gender into ASGM national action plans. This will assist parties in gender mainstreaming as they undertake activities to implement the Minamata Convention.

### INDICATORS OF ACHIEVEMENT

- 4 cross cutting activities designed sub-regional pilot projects implemented in three regions;
- 4 sub-regional pilot projects implemented in two regions;
- 2 national linkages projects implemented;

### MEANS OF VERIFICATION

- Concept notes for cross-cutting activities;
- Concept notes and project reports for sub-regional trade and supply chain projects;
- Concept notes and project reports for national linkages projects;

- Gender training delivered in two regions.
- Gender training participant lists;
- Report on activities to the COP.

## Partners

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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, 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

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**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.

## Resources requirements

| Activity/Output   | General trust fund |      |                   | Special trust fund |                |                   |
|---|--------------------|------|-------------------|--------------------|----------------|-------------------|
|   | 2022               | 2023 | Total (2022-2023) | 2022               | 2023           | Total (2022-2023) |
| <b>4. Capacity building and technical assistance</b>                          |                    |      |                   |                    |                |                   |
| <b>4.1 Tools, training materials, and delivery modalities</b>                 |                    |      |                   |                    |                |                   |
| Training materials development and dissemination                              |                    |      |                   | 35,000             | 35,000         | <b>70,000</b>     |
| Modalities assessment and case studies  |                    |      |                   | 40,000             |                | <b>40,000</b>     |
| Facilitated planning sessions   |                    |      |                   | 40,000             | 40,000         | <b>80,000</b>     |
| Digital learning  |                    |      |                   | 60,000             | 60,000         | <b>120,000</b>    |
| <b>Component total</b>  |                    |      |                   | <b>175,000</b>     | <b>135,000</b> | <b>310,000</b>    |
| <b>4.2 Specific capacity-building activities</b>                              |                    |      |                   |                    |                |                   |
| BAT/BEP Guidance  |                    |      |                   | 50,000             | 50,000         | <b>100,000</b>    |
| Trade   |                    |      |                   | 50,000             | 50,000         | <b>100,000</b>    |
| Industrial facilities   |                    |      |                   | 60,000             | 60,000         | <b>120,000</b>    |
| Mercury waste guidelines  |                    |      |                   | 90,000             | 90,000         | <b>180,000</b>    |
| Tool dissemination  |                    |      |                   | 25,000             | 25,000         | <b>50,000</b>     |
| <b>Component total</b>  |                    |      |                   | <b>275,000</b>     | <b>275,000</b> | <b>550,000</b>    |
| <b>4.3 Capacity-building upon request</b>                                     |                    |      |                   |                    |                |                   |
| Expert advice   |                    |      |                   | 30,000             | 30,000         | <b>60,000</b>     |
| National, sub-regional, regional planning and implementation support meetings |                    |      |                   | 40,000             | 35,000         | <b>75,000</b>     |
| <b>Component total</b>  |                    |      |                   | <b>70,000</b>      | <b>65,000</b>  | <b>135,000</b>    |
| <b>4.4 Cross-cutting activities</b>   |                    |      |                   |                    |                |                   |
| Design leveraging activities  |                    |      |                   | 25,000             | 0              | <b>25,000</b>     |
| Sub-regional trade and supply chain projects                                  |                    |      |                   | 140,000            | 140,000        | <b>280,000</b>    |
| National linkages projects  |                    |      |                   | 100,000            | 100,000        | <b>200,000</b>    |
| Gender training   |                    |      |                   |                    | 20,000         | <b>20,000</b>     |
| <b>Component total</b>  |                    |      |                   | <b>265,000</b>     | <b>260,000</b> | <b>525,000</b>    |

|                    |  |  |  |                |                |                  |
|--------------------|--|--|--|----------------|----------------|------------------|
| <b>Grand Total</b> |  |  |  | <b>785,000</b> | <b>735,000</b> | <b>1,520,000</b> |
|--------------------|--|--|--|----------------|----------------|------------------|

### Overview of resources

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| <b>Budget</b>      | <b>General trust fund</b> | <b>Special trust fund</b> | <b>Total contribution</b> |
|--------------------|---------------------------|---------------------------|---------------------------|
| 2020-2021 approved |                           | <b>1,235,000</b>          | <b>1,235,000</b>          |
| 2022-2023 approved |                           | <b>1,520,000</b>          | <b>1,520,000</b>          |

# Fact sheet C. Scientific and technical activities

## Activity 5. Scientific support to the States parties to the Minamata Convention

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### Budget

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General Trust Fund                       Special Trust Fund

### Mandate

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

**COP decision(s):** MC-4/3, MC-4/4, MC-4/5, MC-4/6

### Background and rationale

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Scientific knowledge, including local knowledge and indigenous 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 inventories, BAT/BEP on mercury emissions, release inventories, interim storage and the management of contaminated sites. BAT/BEP guidance on mercury releases to land and water remains to be developed and is expected to be presented to COP-5. 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**

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### **Component 5.1. Improvement in methods for mercury inventories**

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#### **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, 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**

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#### **OUTCOMES**

Parties share information on the presence and movement of mercury in the environment and human populations 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;
- Compile and disseminate information on the modelling of the movement of mercury in the environment and human and ecological exposure to it;
- 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

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### OUTCOMES

Parties and other relevant stakeholders, including indigenous peoples and local communities, share the understanding on the health, environmental and socio-economic impacts of mercury, and are enabled to contribute to the avoidance and mitigation of these impacts.

### ACTIVITIES (subject to the availability of resources)

- Compile and disseminate information on the human, environmental and socio-economic impacts of mercury in the environment, biodiversity, ecosystem services, exposure and risk assessment and public health measures;
- Take stock of, compile and synthesize, in cooperation with indigenous organizations and local organizations, the needs and priorities of indigenous peoples and local communities with regard to the use of mercury in ASGM, and explore ways through which parties can engage indigenous peoples, local communities and other relevant stakeholders in the development and implementation of national action plans;
- Convene online scientific and technical workshops on health and environmental risk of mercury;
- Cooperate with relevant partners in an exploratory analysis of the socio-economic impacts of mercury in the environment and ecosystem services.

### INDICATORS OF ACHIEVEMENT

### MEANS OF VERIFICATION

- |  |   |
|--|---|
| <ul style="list-style-type: none"><li>• Scientific information on the health, environmental and socio-economic impacts of mercury, taking into account indigenous knowledge and local knowledge, available on the Convention website.</li><li>• Information on the needs and priorities of indigenous peoples and local communities with regard to the use of mercury in ASGM available on the Convention website.</li><li>• .</li></ul> | <ul style="list-style-type: none"><li>• Convention website.</li></ul> |
|--|---|

## Component 5.4. Information exchange in mercury reduction technologies

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### OUTCOMES

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

### ACTIVITIES (subject to the availability of resources)

- Develop guidance on best available techniques and best environmental practice (BAT/BEP) to control releases of mercury to land and water pursuant to Article 9, through the work of the group of technical experts;
- Undertake the intersessional work on mercury waste thresholds pursuant to Article 11, through the work of the group of technical experts.
- Undertake the intersessional work on non-mercury alternatives to products and processes using mercury, on the basis of COP decision MC-4/3;
- Update the technical guidance to implement the Convention including the ASGM NAP guidance under article 7, BAT/BEP guidance under Article 8, interim storage guidance under Article 10, contaminated site guidance under Article 12, as new knowledge becomes available;

- 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

- Document on BAT/BEP guidance under Article 9 submitted to COP-5;
- Document on mercury waste thresholds submitted to COP-5;
- Document on mercury-added products and mercury-using processes submitted to COP-5;
- Report of
- Updated technical information on the reduction and elimination of mercury use, emissions and releases available on the Convention website.

#### MEANS OF VERIFICATION

- COP-5 document;
- Convention website.

## Component 5.5. Cross-cutting scientific and technical activities

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#### 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;
- 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 workshops on overarching topics related to mercury, inviting relevant experts from all the five UN regions and observers.

#### 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.

#### MEANS OF VERIFICATION

- Convention website;
- Workshop report.

#### Partners

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UNEP Global Mercury Partnership, intergovernmental organizations including the IOMC participating organizations, scientific bodies including ICMGP, other multilateral environmental agreements, national and international institutions, non-governmental organizations.

#### Socio-economic aspects

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**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 differential needs of men, women and vulnerable populations, and 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.

## Resources requirements

| Activity/Output   | 2022-2023          |      |                          |                    |                |                          |
|---|--------------------|------|--------------------------|--------------------|----------------|--------------------------|
|   | General trust fund |      |                          | Special trust fund |                |                          |
|   | 2022               | 2023 | Total<br>(2022-<br>2023) | 2022               | 2023           | Total<br>(2022-<br>2023) |
| <b>5.1. Improvement in methods for mercury inventories</b>                          |                    |      |                          |                    |                |                          |
| Expert support  |                    |      |                          | 50,000             | 50,000         | 100,000                  |
| <b>Component total</b>  |                    |      |                          | <b>50,000</b>      | <b>50,000</b>  | <b>100,000</b>           |
| <b>5.2 Information exchange on modelling and monitoring</b>                         |                    |      |                          |                    |                |                          |
| Expert support  |                    |      |                          | 50,000             | 50,000         | 100,000                  |
| <b>Component total</b>  |                    |      |                          | <b>50,000</b>      | <b>50,000</b>  | <b>100,000</b>           |
| <b>5.3 Assessment of health, environmental and socio-economic impact of mercury</b> |                    |      |                          |                    |                |                          |
| Expert support  |                    |      |                          | 50,000             | 50,000         | 100,000                  |
| <b>Component total</b>  |                    |      |                          | <b>50,000</b>      | <b>50,000</b>  | <b>100,000</b>           |
| <b>5.4 Information exchange in mercury reduction technologies</b>                   |                    |      |                          |                    |                |                          |
| Expert support  |                    |      |                          | 50,000             | 50,000         | 100,000                  |
| <b>Component total</b>  |                    |      |                          | <b>50,000</b>      | <b>50,000</b>  | <b>100,000</b>           |
| <b>5.5 Cross-cutting scientific and technical activities</b>                        |                    |      |                          |                    |                |                          |
| Scientific and technical expert   |                    |      |                          | 400,000            | 400,000        | 800,000                  |
| Technical workshop on cross-cutting scientific issues                               |                    |      |                          | 100,000            |                | 100,000                  |
| <b>Component total</b>  |                    |      |                          | <b>500,000</b>     | <b>400,000</b> | <b>900,000</b>           |
| <b>Grand Total</b>  |                    |      |                          | <b>700,000</b>     | <b>600,000</b> | <b>1,300,000</b>         |

**Overview of resources**

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| <b>Budget</b>      | <b>General trust fund</b> | <b>Special trust fund</b> | <b>Total contribution</b> |
|--------------------|---------------------------|---------------------------|---------------------------|
| 2020-2021 approved | <b>120,000</b>            | <b>1,140,000</b>          | <b>1,260,000</b>          |
| 2022-2023 approved |                           | <b>1,300,000</b>          | <b>1,300,000</b>          |

## Activity 6. Effectiveness evaluation

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### Budget

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General Trust Fund

Special Trust Fund

### Mandate

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**Convention:** article 22

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

### Background and rationale

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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-4/11, the Conference of the Parties agreed to begin the first effectiveness evaluation of the Minamata Convention and to further consider its timeline at COP-5. The COP also decided to adopt the framework for the effectiveness evaluation and establish an Open-Ended Scientific Group with terms of reference to guide the group's work. The COP requested the secretariat to support the work of the effectiveness evaluation, to continue to collect relevant information made available to the effectiveness evaluation, and to secure services to develop the reports requested by the Conference of the Parties. The COP also requested the Secretariat to work further on the indicators with parties, with a view to provide a final list of indicators for adoption at COP-5. Furthermore, the COP decided to continue to consider effectiveness evaluation at COP-5, including the terms of reference of the effectiveness evaluation group.

The following plans and reports are indicated in the framework for preparation:

- (a) Article 21 Synthesis Report (plan and report)
- (b) Trade, Supply and Demand Report (plan and report)
- (c) Plan for Emissions and Releases Data Summary
- (d) Plan for Monitoring Data Compilation and Summary
- (e) Plan for Data Analysis based on the Monitoring Guidance

## Outcomes and activities

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### Component 6.1. Effectiveness Evaluation Group

#### OUTCOMES

According to the agreed framework the Conference of the Parties is to be supported by an Effectiveness Evaluation Group to evaluate the effectiveness of the Convention. The terms of reference of the Group are to be considered at COP-5.

#### ACTIVITIES

- The specific activities on this component are deferred until the Conference of the Parties can return to the Group's terms of reference at its fifth meeting.

#### INDICATORS OF ACHIEVEMENT

- COP has sufficient information to conclude its decision on the Group.

#### MEANS OF VERIFICATION

- COP-5 outcome;
- 

### Component 6.2. Development of trade, supply and demand report

#### OUTCOMES

The third meeting of the Conference of the Parties requested the secretariat to advance the work by securing services for drafting the report on trade, supply, demand. The report is being prepared for the fifth meeting of the Conference of the Parties.

#### ACTIVITIES

- Secure and oversee services to compile, analyse and synthesize information on trade, supply and demand, including waste flows and stocks, of mercury (resources secured through the 2020-2021 budget and COP-4.1 decision on the use of accumulated surplus during the 2022-2023 biennium);
- Convene an expert workshop to contribute to the development of the trade, supply and demand report (subject to the availability of resources).

#### INDICATORS OF ACHIEVEMENT

- Information submitted to the COP supports the effectiveness evaluation.

#### MEANS OF VERIFICATION

- Report on trade, supply and demand of mercury and mercury products, including mercury waste flows and stocks, submitted to COP-5.

### Component 6.3. Compilation / assessment of party submissions

#### OUTCOMES

The Conference of the Parties will be supported by a comprehensive analysis of reports submitted under article 21 as well as notifications, NAPs, NIPs, MIAs, SIP applications and other relevant information submitted by parties.

#### ACTIVITIES

- Preparation of the Article 21 Synthesis Report;
- Secure and oversee services for the compilation and analysis of notifications, NAPs, NIPs, MIAs, SIP applications and other relevant information submitted by parties to facilitate the first effectiveness evaluation.

## INDICATORS OF ACHIEVEMENT

- Information contributes to the process of the first evaluation of the effectiveness of the Convention.

## MEANS OF VERIFICATION

- Documents submitted to COP.

## Component 6.4. Other preparatory work and reports to support the effectiveness evaluation

### OUTCOMES

In its decision MC-4/11, the Conference of the Parties established the open-ended scientific group (OESG) on the effectiveness evaluation. In accordance with its terms of reference, as contained in annex 2 to the decision, the OESG will develop a scientific report which compiles, analyses and synthesizes comparable mercury monitoring data on changes in mercury concentrations in environmental media, biotic media and human population, including vulnerable populations over time, the availability of scientific information on mercury levels in the environment and human populations, and the interactions between scientific data and financial assistance, technology transfer, and capacity building, evaluates the impact on mercury levels in the environment and humans of the measures taken under the convention, and draws conclusions thereon. Specifically, during the current intersessional period, the OESG will develop a (i) plan for monitoring data compilation and summary and (ii) plan for data analysis based on the monitoring guidance (as set out in UNEP/MC/COP.4/18/Add.2 and UNEP/MC/COP.4/INF/12). Furthermore, the OESG, with the support of the Secretariat, will develop a plan and a summary of available emissions and releases data, including available emissions and releases data from national inventories, and estimates of emissions and releases data not available from national inventories.

### ACTIVITIES

- Compile and analyse comparable monitoring data and information on the presence and movement of mercury and mercury compounds in the environment and human populations, e.g. through an expert scientific modality.
- Support the OESG to fulfil its mandate and achieve its expected outcomes, including the (i) plan for monitoring data compilation and summary, (ii) plan for data analysis based on the monitoring guidance and (iii) plan for the emissions and releases data summary, for submission to the fifth meeting of the Conference of the Parties.

## INDICATORS OF ACHIEVEMENT

- Documents developed by the OESG and submitted to COP-5 as per decision MC-4/11:
  - (i) Plan for monitoring data compilation and analysis developed by OESG;
  - (ii) Plan for data analysis based on the monitoring guidance
  - (iii) Plan for the emissions and releases data summary.

## MEANS OF VERIFICATION

- Documents submitted to COP-5.

## Partners

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

## Socio-economic aspects

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### **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:** 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 for the Open-ended Scientific Group.

## Resources requirements

| Activity/Output   | 2022-2023          |               |                          |                    |                |                          |
|---|--------------------|---------------|--------------------------|--------------------|----------------|--------------------------|
|   | General trust fund |               |                          | Special trust fund |                |                          |
|   | 2022               | 2023          | Total<br>(2022-<br>2023) | 2022               | 2023           | Total<br>(2022-<br>2023) |
| <b>6.1. Effectiveness Evaluation Group</b>  |                    |               |                          |                    |                |                          |
| Meeting and travel costs  | 45,000             |               | <b>45,000</b>            |                    |                |                          |
| <b>Component total</b>  | <b>45,000</b>      |               | <b>45,000</b>            |                    |                |                          |
| <b>6.2 Development of trade, supply and demand report</b>                             |                    |               |                          |                    |                |                          |
| Expert support  |                    |               |                          | 50,000             | 80,000         | <b>130,000</b>           |
| <b>Component total</b>  |                    |               |                          | <b>50,000</b>      | <b>80,000</b>  | <b>130,000</b>           |
| <b>6.3 Compilation / assessment of party submissions</b>                              |                    |               |                          |                    |                |                          |
| Expert support  |                    | 30,000        | <b>30,000</b>            |                    |                |                          |
| <b>Component total</b>  |                    | <b>30,000</b> | <b>30,000</b>            |                    |                |                          |
| <b>6.4 Other preparatory work and reports to support the effectiveness evaluation</b> |                    |               |                          |                    |                |                          |
| Expert support  | 220,000            |               | <b>220,000</b>           |                    |                |                          |
| <b>Component total</b>  | <b>220,000</b>     |               | <b>220,000</b>           |                    |                |                          |
| <b>Grand Total</b>  | <b>265,000</b>     | <b>30,000</b> | <b>295,000</b>           | <b>50,000</b>      | <b>180,000</b> | <b>230,000</b>           |



**Overview of resources**

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| <b>Budget</b>      | <b>General trust fund</b> | <b>Special trust fund</b> | <b>Total contribution</b> |
|--------------------|---------------------------|---------------------------|---------------------------|
| 2020-2021 approved | <b>370,000</b>            | <b>150,000</b>            | <b>520,000</b>            |
| 2022-2023 approved | <b>295,000</b>            | <b>130,000</b>            | <b>425,000</b>            |

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# Activity 7. National Reporting

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## Budget

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General Trust Fund

Special Trust Fund

## Mandate

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**Convention:** articles 21, 23.5, 15.4(b), 22.3(b)

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

## Background and rationale

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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 objectives 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 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 2019, and for the first full reports is 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 an online electronic reporting system 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 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

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

(Reporting Period: 16 August 2017 – 31 December 2020, for submittal before 31 December 2021) for COP-5 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 full national reports submitted

by parties on the measures taken by parties to implement the provisions of the Convention for the first reporting period (16 August 2017-31 December 2020, for submittal before 31 December 2021). 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 2022 and 2023 to promote implementation and review compliance with the provisions of the Convention.

**ACTIVITIES** (staff costs here include the agreed extension of P3 position on reporting and effectiveness evaluation by COP-4)

- Process the first full national reports submitted by 31 December 2021 for the 16 August 2017 to 31 December 2020 reporting period, which includes follow-up for completeness and clarity as required (staff costs);
- Analyse the responses submitted for the first full national report (staff costs).
- Develop COP-5 report on the measures taken by parties, their reported effectiveness and reported challenges in meeting the objectives of the Convention, for the consideration by the Conference of the Parties, for the reporting period, and follow-up on the decision COP-4 took on national reporting (staff costs).
- Develop report to the Implementation and Compliance Committee on the responses received for the full 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 full 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-5;
- Secretariat report to ICC;
- ICC report to COP-5;
- 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 electronic reporting system 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 electronic reporting system for parties to submit national reports and provide support to parties in the use of the system.
- Develop interactive dashboards that draws from the national reports contained in the online electronic reporting system to allow a transversal view across the responses submitted in national reports and related information on key provisions and outcomes of the Convention.
- 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.

## INDICATORS OF ACHIEVEMENT

- User-friendly access to submit national reports in the online electronic 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 electronic reporting tool fully functional on the Minamata Convention website;
- Information and guidance on how to use the online electronic 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 objectives 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 draft guidance on the reporting format prepared by the secretariat for COP-4 and prepare for formal dissemination (staff costs).
- Continue training parties on the use of the draft 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 (16 August 2017-31 December 2018, for submittal before 31 December 2019) and full reports (16 August 2017-31 December 2020, for submittal before 31 December 2021) of the first reporting cycle (staff costs).
- Engage parties on enhancing their national reporting for the submitted information 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.
- 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 of good use also 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

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InforMEA

## Socio-economic aspects

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**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.

## Resources requirements

| Activity/Output   | 2022-2023          |               |                          |                    |      |                          |
|---|--------------------|---------------|--------------------------|--------------------|------|--------------------------|
|   | General trust fund |               |                          | Special trust fund |      |                          |
|   | 2022               | 2023          | Total<br>(2022-<br>2023) | 2022               | 2023 | Total<br>(2022-<br>2023) |
| <b>7.1. Process and analyse national reports on measures taken by parties (Reporting Period: 16 August 2017-31 December 2020, for submittal before 31 December 2021) for COP-5 review</b> |                    |               |                          |                    |      |                          |
| Specialist technical capacity and/or language support   | 10,000             | 10,000        | 20,000                   |                    |      |                          |
| Expert support to ascertain outcomes of national efforts  | 0                  | 20,000        | 20,000                   |                    |      |                          |
| <b>Component total</b>  | <b>10,000</b>      | <b>30,000</b> | <b>40,000</b>            |                    |      |                          |
| <b>7.2. Ongoing management of information contained in national reports</b>   |                    |               |                          |                    |      |                          |
| Dashboards development for online reporting tool  | 10,000             | 10,000        | 20,000                   |                    |      |                          |
| Visualisations on implementation status   | 10,000             | 10,000        | 20,000                   |                    |      |                          |
| <b>Component total</b>  | <b>20,000</b>      | <b>20,000</b> | <b>40,000</b>            |                    |      |                          |
| <b>7.3. Enhance parties' capacity on national reporting</b>   |                    |               |                          |                    |      |                          |
| Training and tools on reporting guidance  | 15,000             | 15,000        | 30,000                   |                    |      |                          |
| Expert support to enhance reporting capacity for assessments  | 10,000             | 10,000        | 20,000                   |                    |      |                          |
| <b>Component total</b>  | <b>25,000</b>      | <b>25,000</b> | <b>50,000</b>            |                    |      |                          |
| <b>Grand Total</b>  | <b>55,000</b>      | <b>75,000</b> | <b>130,000</b>           |                    |      |                          |

**Overview of resources**

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| <b>Budget</b>      | <b>General trust fund</b> | <b>Special trust fund</b> | <b>Total contribution</b> |
|--------------------|---------------------------|---------------------------|---------------------------|
| 2020-2021 approved | <b>116,500</b>            |                           | <b>116,500</b>            |
| 2022-2023 approved | <b>130,000</b>            |                           | <b>130,000</b>            |

# Fact sheet D. Knowledge and information management, and outreach

## Activity 8. Publications

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### Budget

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General Trust Fund                       Special Trust Fund

### Mandate

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**Convention:** articles 17, 18 and 24

### Background and rationale

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This activity ensures that core texts, information materials, guidance, e-publications and other assets of the Minamata Convention 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 facilitator of the community of best practices on environmentally sound management of mercury and its compounds.

The production of other materials like infographics, briefings, and brochures is aimed to raise 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 to the donor recognition practices of the secretariat and the operational plan for ensuring donor visibility, through 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 Conference of the Parties, some copies will be printed to be shared with participants at the venue.

### Outcomes and activities

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#### 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

- Publish core guidance documents including design, translation and other outreach tools.



- 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, brochures to help understand the highlights from publications and other scientific products.

#### INDICATORS OF ACHIEVEMENT

- 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

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

### Partners

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

### Socio-economic aspects

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**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.

## Resources requirements

| Activity/Output   | 2022-2023          |               |                          |                    |      |                          |
|---|--------------------|---------------|--------------------------|--------------------|------|--------------------------|
|   | General trust fund |               |                          | Special trust fund |      |                          |
|   | 2022               | 2023          | Total<br>(2022-<br>2023) | 2022               | 2023 | Total<br>(2022-<br>2023) |
| <b>8.1 Publications</b>   |                    |               |                          |                    |      |                          |
| Publications including design, translation and input for digital repository | 15,000             | 15,000        | <b>30,000</b>            |                    |      |                          |
| Information materials - insights, briefings, one-pagers, brochures          | 10,000             | 10,000        | <b>20,000</b>            |                    |      |                          |
| <b>Component total</b>  | <b>25,000</b>      | <b>25,000</b> | <b>50,000</b>            |                    |      |                          |
| <b>Grand Total</b>  | <b>25,000</b>      | <b>25,000</b> | <b>50,000</b>            |                    |      |                          |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved | <b>45,000</b>      | <b>60,000</b>      | <b>105,000</b>     |
| 2022-2023 approved | <b>50,000</b>      |                    | <b>50,000</b>      |

## Activity 9. Communication, outreach and public awareness

### Budget

General Trust Fund

Special Trust Fund

### 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, and YouTube), email broadcast newsletters and media engagement. In addition, communication plans include building synergistic efforts with other partners, in particular UNEP and other MEAs. The ultimate goal is to help 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.

The communication strategy incorporates general awareness-raising and communication of the aims of the Convention and the protection of human health and the environment from hazardous effect of mercury, including defined targeted audiences to convey the appropriate messaging, through social media, regular updates to the Convention website, newsletters, and press releases, media engagement, leaflets, infographics, video products, etc., and specific outreach products utilized at the COP.

Activities to this end constitute a cornerstone of parties' implementation efforts. Longer-term sustainability of implementation is enhanced when societies are aware and informed of the importance of reducing mercury use.

The upcoming strategy incorporates highlighted campaigns such as for the fourth Conference of the Parties, the Convention's anniversary, a planned gender action plan (with particular emphasis on the International Women's Day and aligned with Activity 13.4), and World Environment Day (5 June) as the major UNEP international day celebration and UNEP's 50<sup>th</sup> anniversary. In the second year of the biennium, the corresponding resources will be dedicated to planning the communication campaign for the fifth Conference of the Parties.

On the other hand, several international days related to the scope of the Convention are also covered, as well as events in which the secretariat participates, and the launch of significant products.

## Outcomes and activities

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### 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 COP-4 and COP-5, the Convention's anniversary, the International Women's Day, the World Environment Day and contribute to the UNEP's 50<sup>th</sup> anniversary (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, newsletters, social media cards, html landing pages and infographics.
- Build partnerships with strategic colleagues and agencies, like the chemicals and waste cluster with the GEF, BRS and SAICM (staff costs);
- Develop the Minamata Convention social media avenues and platforms to ensure regular messaging to expanding audience of stakeholders and the interested general public.
- Ensure a visible Minamata Convention presence at events relevant to the broader environment and development agenda, including at the MEA COPs, UNEA, etc. For Minamata COPs, coordinate outreach activities to promote side events and ensure they can be accessible to broader audiences through digital means.
- Use the necessary tools to help materialize the 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 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;
- Communication cluster for the chemicals and waste group set up and meets regularly.

#### MEANS OF VERIFICATION

- Minamata Convention website and social media channels updated;
- Partners websites and digital campaigns include or repost Minamata Convention information products;
- Number of access to the Minamata website and the knowledge management platform;
- Number of media stories mentioning or covering the secretariat and the Convention in the mainstream media (media monitoring).

#### Partners

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

## Socio-economic aspects

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**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 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. Prepare a dedicated communication campaign to promote gender activities.

## Resources requirements

| Activity/Output  | 2022-2023          |               |                          |                    |      |                          |
|--|--------------------|---------------|--------------------------|--------------------|------|--------------------------|
|  | General trust fund |               |                          | Special trust fund |      |                          |
|  | 2022               | 2023          | Total<br>(2022-<br>2023) | 2022               | 2023 | Total<br>(2022-<br>2023) |
| <b>9.1. Communication, outreach and public awareness</b> |                    |               |                          |                    |      |                          |
| Strategic communication                                  | 32,000             | 40,000        | <b>72,000</b>            |                    |      |                          |
| Social media tools and licenses                          | 2,000              | 2,000         | <b>4,000</b>             |                    |      |                          |
| <b>Component total</b>                                   | <b>34,000</b>      | <b>42,000</b> | <b>76,000</b>            |                    |      |                          |
| <b>Grand Total</b>                                       | <b>34,000</b>      | <b>42,000</b> | <b>76,000</b>            |                    |      |                          |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved | <b>155,000</b>     | <b>25,000</b>      | <b>180,000</b>     |
| 2022-2023 approved | <b>76,000</b>      |                    | <b>76,000</b>      |

## Activity 10. Digital strategy

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### Budget

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General Trust Fund

Special Trust Fund

### Mandate

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**Convention:** articles 17, 18 and 24

### Background and rationale

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This new activity has been added to better reflect the actual types of tasks carried out by the secretariat in response to the COVID-19 pandemic, with special focus on digital transformation in the international environmental work. Some of the activities previously included in activity 9 on communication, outreach and public awareness for 2020-21 have been reallocated to this new activity to strengthen the secretariat's digital strategy.

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 transformations" as new enabling subprogrammes in its Medium-Term Strategy (2022–2025) in response, so as to harness data and digital transformation to tackle climate change, loss of nature, and pollution. Both the UN Secretary-General's efforts, and those of UNEP, seek to create internal capacity on 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.

A number of other Conventions' secretariats are already engaging in laying the groundwork for digital approaches to the notification and movement of documents, data collection, and analysis, and this is emerging as the need within the Minamata Convention as well. In-house technical knowledge for day-to-day operations, including the maintenance of such tools, processes, and data that are linked with the Convention website, is imperative.

Effective knowledge management is a cornerstone of the Convention. It allows information exchange among parties to support their implementation efforts at national and regional level, including lessons learned through collaboration. The secretariat's current digital approach increases this capacity and fosters its monitoring.

Article 17 defines the secretariat as having a pivotal role in the information exchange procedures and mechanisms to facilitate implementation, 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.mercuryconvention.org>, which serves as the main source of information for the public but also as a resource for the 131 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.

During the 2020-2021 biennium, all meetings under the Convention became virtual as a result of the COVID-19 pandemic: governing bodies, expert groups and COP moved online. In addition, the secretariat kick-started Minamata Online, a new series of digital engagement sessions designed to facilitate the exchange of scientific, technical, economic and legal information. This unique experience will be utilized to support online cooperation under the Minamata Convention during the upcoming biennium and to introduce new ways of working in a long-term. Building from experience and learning from other MEAs, the secretariat foresees strengthening this game-changer to better support parties and new countries joining the convention through the upcoming biennium.

## Outcomes and activities

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### Component 10.1. Digital strategy

#### OUTCOMES

Increase and improve the digital strategy of the Minamata Convention for the implementation of its articles through technological surveillance and taking advantage of new opportunities within the framework of the digital transformation of UNEP and the data strategy of the UN Secretary-General. Access to relevant information for parties and other stakeholders is provided.

#### ACTIVITIES

##### Website and knowledge management

- Keep content updated in 3 working languages (English, French and Spanish) and official COP documents in all 6 UN languages, including decisions.
- Updates to the country profiles to include current focal point 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 Search Engine Optimization (SEO) and statistics insights.

##### 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);

##### Data center (subject to the availability of resources)

- Plan a complete data cycle (data collection, data reporting and data analysis) for the Minamata Convention that gives a solid ground to escalate over time.
- Ensure interoperability, such as within the InforMEA portal, to address data fragmentation into a single data point to be harvested from other platforms.
- Prepare dashboards and related data visualization outputs to help parties and other stakeholders gather relevant information from the implementation of the Convention, specifically that related to monitoring of capacity-building projects.
- Identify available tools and resources that cater to knowledge management from a digital perspective, namely decision tracking, machine-readable documents, blockchain technologies, etc.
- Ongoing maintenance to ensure that the secretariat data center displays updated information and data reported by the parties in terms of their obligations under the Convention and relevant decisions.

##### 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 side events and opening sessions for the second segment of COP-4 and COP-5.
- Build knowledge and skills in-house on platforms and run digital events to better provide support to parties.
- Supporting delegates from developing countries to connecting to meetings to cover digital divide.

#### **E-learning** (subject to the availability of resources)

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

### **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 website updated and well-maintained;
- Increased number of access to the Minamata 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**

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

### **Socio-economic aspects**

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**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.

## Resources requirements

| Activity/Output                     | 2022-2023          |               |                          |                    |               |                          |
|-------------------------------------|--------------------|---------------|--------------------------|--------------------|---------------|--------------------------|
|                                     | General trust fund |               |                          | Special trust fund |               |                          |
|                                     | 2022               | 2023          | Total<br>(2022-<br>2023) | 2022               | 2023          | Total<br>(2022-<br>2023) |
| <b>10.1 Digital strategy</b>        |                    |               |                          |                    |               |                          |
| Website improvement and maintenance | 25,000             | 25,000        | <b>50,000</b>            |                    |               |                          |
| Digital repository                  | 20,000             |               | <b>20,000</b>            |                    |               |                          |
| Data center                         |                    |               |                          | 45,000             | 45,000        | <b>90,000</b>            |
| Information exchange platform       |                    |               |                          | 35,000             | 30,000        | <b>65,000</b>            |
| e-learning                          |                    |               |                          | 15,000             | 15,000        | <b>30,000</b>            |
| <b>Component total</b>              | <b>45,000</b>      | <b>25,000</b> | <b>70,000</b>            | <b>95,000</b>      | <b>90,000</b> | <b>185,000</b>           |
| <b>Grand Total</b>                  | <b>45,000</b>      | <b>25,000</b> | <b>70,000</b>            | <b>95,000</b>      | <b>90,000</b> | <b>185,000</b>           |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved |                    |                    |                    |
| 2022-2023 approved | <b>70,000</b>      | <b>185,000</b>     | <b>255,000</b>     |

# Fact sheet E. Overall management

## Activity 11. Executive direction and management

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### Budget

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General Trust Fund

Special Trust Fund

### Mandate

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**Convention:** Article 24

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

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

### Background and rationale

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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

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#### Component 11.1 Overall management

##### OUTCOMES

This component aims at the management and coordination of 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 2022-23.

## INDICATORS OF ACHIEVEMENT

- Delivery of meeting of the Conference of the Parties (COP) and their subsidiary 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 Convention takes part, as appropriate, in relevant international processes and the secretariat cooperates actively with partners to implement the programme of work of the Convention and attain its objectives. Taking any possible future limitations to travel into account and considering the environmental footprint, 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 organization 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

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

## Socio-economic aspects

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**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.

**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 requirements

| Activity/Output  | 2022-2023          |                  |                          |                    |      |                          |
|--|--------------------|------------------|--------------------------|--------------------|------|--------------------------|
|  | General trust fund |                  |                          | Special trust fund |      |                          |
|  | 2022               | 2023             | Total<br>(2022-<br>2023) | 2022               | 2023 | Total<br>(2022-<br>2023) |
| <b>11. Executive direction and management</b>                  |                    |                  |                          |                    |      |                          |
| <b>11.1. Overall management</b>                                |                    |                  |                          |                    |      |                          |
| Overall management   | 2,155,500          | 2,358,567        | <b>4,514,067</b>         |                    |      |                          |
| Strategic external and internal consultations and coordination | 10,000             | 10,000           | <b>20,000</b>            |                    |      |                          |
| <b>Component total</b>   | <b>2,165,500</b>   | <b>2,368,567</b> | <b>4,534,067</b>         |                    |      |                          |
| <b>11.2 Staff travel</b>                                       |                    |                  |                          |                    |      |                          |
| <b>Component total</b>   | <b>61,500</b>      | <b>70,000</b>    | <b>131,500</b>           |                    |      |                          |
| <b>Grand Total</b>   | <b>2,227,000</b>   | <b>2,438,567</b> | <b>4,665,567</b>         |                    |      |                          |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved | <b>4,273,928</b>   |                    | <b>4,273,928</b>   |
| 2022-2023 approved | <b>4,665,567</b>   |                    | <b>4,665,567</b>   |
|                    |                    |                    |                    |

## Activity 12. International cooperation and coordination

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### Budget

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General Trust Fund

Special Trust Fund

### Mandate

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**Convention:** Articles 16, 23, 24

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

### Background and rationale

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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-1/11 requested that the secretariat continue to cooperate and coordinate, as appropriate, with other relevant actors, including the secretariat of the Basel, Rotterdam and Stockholm conventions and the relevant units of the United Nations Environment Programme in order to make full use of relevant experience and expertise. MC-3/11 requests the secretariat to continue to cooperate as appropriate on relevant administrative, programmatic, technical assistance and technical matters. In decision MC-4/12 Parties agreed to keep under review the contribution made by the implementation of the Convention to the implementation of relevant resolutions and decisions of the United Nations Environment Assembly; requested the secretariat to continue gathering knowledge about, raising awareness of and demonstrating, through appropriate means, the contribution of implementation of the Minamata Convention to other relevant international regulations and policies, including those related to pollution, biodiversity and climate change; and also requested the secretariat to prepare, subject to the availability of resources, a report, including possible recommendations, on how the Convention could contribute to the Global Biodiversity Framework, once adopted, for consideration by the Conference of the Parties at its fifth meeting.

### Outcomes and activities

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## 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. 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 Stockholm+50 meeting, bringing Minamata Convention issues into the UN Environment Programme's processes including UNEA, the UNEP Senior Management Team meetings extended to Multilateral Environmental Agreement (MEA), the MEA Information and Knowledge Management Initiative, Medium Term Strategy 2022-2025, the Montevideo Programme for the Development and Periodic Review of Environmental Law, and participating and contributing to the UN Environment Management Group chaired by UNEP (EMG). Furthermore, the secretariat will engage and cooperate with the Convention on Biological Diversity and other biodiversity-related MEAs and organizations in a study to assess the prepare a report on how efforts to implement the Minamata Convention can at the same time contribute to the Global Biodiversity Framework, which will be adopted during the fifteenth meeting of the Conference of the Parties to the Convention on Biological Diversity.

#### **ACTIVITIES**

- Participate in and contribute to meetings and processes on sustainable development and the environment, including UNEA5 and HLPF (staff costs).
- Prepare a review of the contribution made by the implementation of the Convention to the implementation of relevant resolutions and decisions of the United Nations Environment Assembly.
- Gather knowledge about, raising awareness of and demonstrating, through appropriate means, the contribution of implementation of the Minamata Convention to other relevant international regulations and policies, including those related to pollution, biodiversity and climate change;
- Prepare, subject to the availability of resources, a report, including possible recommendations, on how the Convention could contribute to the Global Biodiversity Framework, once adopted, for consideration by the Conference of the Parties at its fifth meeting.

#### **INDICATORS OF ACHIEVEMENT**

- Mercury pollution is addressed in broader sustainable development and environmental agenda in a synergistic manner.

#### **MEANS OF VERIFICATION**

- Reports of relevant meetings and processes.

## **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 secretariat, cooperate and collaborate with SAICM and the Beyond 2020 Process, 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 SAICM post-2020 process as requested. 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 (UNEP/MC/COP.4/INF/13). Decision MC-4/12 welcomed United Nations Environment Assembly resolutions 5/7, on the sound management of chemicals and waste, and 5/8, on a science-policy panel to contribute further to the sound management of chemicals and waste and to prevent pollution, and requests the secretariat to contribute to their implementation, as appropriate.



## 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)
- Contribute to joint initiatives and targeted studies within the chemicals and waste cluster to increase the recognition of the contribution the Convention makes to implementation of a broader environmental agenda including related to climate change and biodiversity.
- Contribute to the implementation of United Nations Environment Assembly resolutions 5/7, on the sound management of chemicals and waste, and 5/8, on a science-policy panel.

## 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, 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, Regional Sea Conventions and Action Plans, International Conference on Mercury as a Global Pollutant, and potentially others. Moreover, the secretariat will work on more active engagement with the Indigenous Peoples Advisory Group (IPAG) and the secretariat of the Global Environment Facility to identify concrete areas to enhance coordination to support the implementation of the Convention.

### 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);
- Cooperate and exchange information with relevant organizations on virtual diplomacy and the organization of online COPs (staff costs);
- Cooperation with Indigenous groups, in particular through the Indigenous Peoples Advisory Group (IPAG), as well as national and regional indigenous organizations (staff costs).
- 

## INDICATORS OF ACHIEVEMENT

- Mercury pollution is addressed in a synergistic manner across different organizations and initiatives.

## MEANS OF VERIFICATION

- Reports of relevant meetings and processes.

## Partners

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Various partners including UN agencies, UN Special Rapporteur on toxics and waste, other intergovernmental organizations, non-governmental organizations.

## Socio-economic aspects

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**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 differential needs of men, women and vulnerable populations and integrate gender and human rights perspectives. Activity 11 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.

## Resources requirements

| Activity/Output  | 2022-2023          |      |                          |                    |        |                          |
|--|--------------------|------|--------------------------|--------------------|--------|--------------------------|
|  | General trust fund |      |                          | Special trust fund |        |                          |
|  | 2022               | 2023 | Total<br>(2022-<br>2023) | 2022               | 2023   | Total<br>(2022-<br>2023) |
| <b>12.1. Cooperation on the broader sustainable development and environment agenda</b> |                    |      |                          |                    |        |                          |
| Participate in and contribute to relevant meetings and processes                       |                    |      |                          |                    | 15,000 | 15,000                   |
| <b>Component total</b>   |                    |      |                          |                    | 15,000 | 15,000                   |
| <b>Grand Total</b>   |                    |      |                          |                    | 15,000 | 15,000                   |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved |                    |                    |                    |
| 2022-2023 approved |                    | 15,000             | 15,000             |

## Activity 13. Financial resources and mechanism

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### Budget

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General Trust Fund

Special Trust Fund

### Mandate

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**Convention:** article 13

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

### Background and rationale

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In paragraph 5 of Article 13, on the 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.

#### Global Environment Facility Trust Fund

The GEF has provided programming support on mercury since the fifth replenishment period. The GEF Council's report provides an account of GEF support to the Minamata Convention over the seventh GEF replenishment period: through June 2021. As of April 2021, the GEF had provided support for a total of 117 countries to develop their Minamata Initial Assessments and 43 countries to prepare their ASGM national action plans. The GEF has also supported numerous parties in meeting their substantive obligations in accordance with the COP's Guidance to the GEF.

#### Specific International Programme

In decision MC-1/6 on the Specific International Programme, the Conference of the Parties to the Minamata Convention decided that the secretariat to the Convention hosts the Specific International Programme. The decision also provided guidance on the operations of and duration of the Specific International Programme and the terms of reference of the Programme as set out in the annexes to the decision. At the request of the Conference of the Parties, the Executive Director of the United Nations Environment Programme has established a trust fund for the Programme and through the secretariat of the Convention implemented the requested governance arrangements. The Specific International Programme is set up as a grant-making Programme to directly support developing country parties and parties with economies in transition. The Governing Board of the Specific International Programme is constituted and functional since early 2018. The Governing Board oversees the rounds of application. The secretariat provides full support to the functioning of the Board, 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, as well as the continuous monitoring and project management follow-up. The Specific International Programme concluded the First Round of applications in 2018 (5 projects awarded), and the Second Round 2019 (10 projects awarded), and the Third Round in time 2021 (9 projects awarded).

#### Financial resources

MC-3/7 welcomed the first review of the financial mechanism and requested the secretariat to prepare draft terms of reference for the second review for consideration by COP-4.

Article 13 para 1 states 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 addition to the financial mechanism defined in the Convention and described above, implementation support to countries is also 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..

## **Outcomes and activities**

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### **Component 13.1. Financial resources**

#### **OUTCOMES**

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 para 1 and 3 of Article 13. The secretariat also manages the regular reviews of the financial mechanism per Article 13 para 11 and as decided by the Conference of the Parties; and 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**

- Analyze progress in, and 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, through analysis of relevant flows of financial, substantive and political resources including financing directed towards climate, deforestation, biodiversity, including as appropriate socioeconomic impacts (subject to availability of resources).
- Scan the funding landscape and engage with other potential sources of funding for work related to the Minamata Convention, whether to contribute to the Special Trust Fund that supports the secretariat's Capacity-building and Technical Assistance work, or to support access to funding opportunities on mercury work (staff costs);
- Undertake second review of the financial mechanism per COP decision MC-4/7 and approved TOR;
- Support the appraisal of projects before the Executive Board of the Special Programme on components relevant to the Minamata Convention and its communications (staff costs).

#### **INDICATORS OF ACHIEVEMENT**

- Second review of financial mechanism completed;
- Analysis of financial flows and opportunities completed;
- Minamata Convention secretariat input to Special Programme delivered through Task Group;
- Minamata Convention secretariat attendance at Special Programme Executive Board meetings.

#### **MEANS OF VERIFICATION**

- Report to COP on second review of financial mechanism;
- Report on financial flows and opportunities;
- Meeting and other reports covering matters related to the Special Programme;
- Report of secretariat activities;
- Other reports covering matters related to financial resources and mechanisms;
- Convention website and publications.

### **Component 13.2. Financial mechanism – Global Environment Facility**

#### **OUTCOMES**

Through this activity the secretariat supports engagement with the GEF secretariat, the GEF Council, GEF Implementing Agencies, and parties to support the availability of funds for activities as outlined in the COP Guidance to the Global Environmental Facility, agreed at COP-1, to support the implementation of Minamata Convention obligations. The Secretariat will engage with the GEF Secretariat and GEF agencies to support a successful conclusion of GEF-8 replenishment negotiations and to undertake planning for GEF-8 programming within the Chemicals and Waste focal area and across focal areas and Integrated Programmes.

#### ACTIVITIES

- 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);
- Develop and/or integrate dashboards and maps to visualize projects and link to evaluations on our website, 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.

#### INDICATORS OF ACHIEVEMENT

- Relevant COP decisions implemented
- Continued positive evolution of the GEF portfolio on mercury;
- Timely and required input delivered to the GEF secretariat, the Chemicals and Waste Task Force, and other stakeholders;
- Useful input into GEF-8 planning at focal area and agency level  
Participation in GEF Council, GEF Assembly.

#### MEANS OF VERIFICATION

- Meeting and other reports covering matters related to the GEF;
- Convention website and publications;
- Report by the GEF Council to COP.

### 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);
- Develop and deploy e-learning course for parties to better understand sources of support to meet their needs for capacity building and technical assistance in support of implementation subject to availability of resources).

#### INDICATORS OF ACHIEVEMENT

- Meetings of Governing Board organised;
- Application rounds implemented;
- Timely and complete Specific Trust Fund reports;
- Legal arrangements completed for approved projects;
- Timely disbursement of funds;
- Replenishment of Specific Trust Fund;
- Number and type of donor recognition activities and other communication output;
- E-learning course launched.

#### 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, e-learning website, and publications.

### Partners

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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

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**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 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.

**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 requirements

| Activity/Output  | General trust fund |      |                   | Special trust fund |               |                   |
|--|--------------------|------|-------------------|--------------------|---------------|-------------------|
|  | 2022               | 2023 | Total (2022-2023) | 2022               | 2023          | Total (2022-2023) |
| <b>13. Financial resources and mechanism</b>                       |                    |      |                   |                    |               |                   |
| <b>13.1. Financial resources</b>                                   |                    |      |                   |                    |               |                   |
| Review of the financial mechanism                                  | 20,000             |      | <b>20,000</b>     |                    |               |                   |
| Analysis of financial flows  |                    |      |                   |                    | 20,000        | <b>20,000</b>     |
| <b>Component total</b>   | <b>20,000</b>      |      | <b>20,000</b>     |                    | <b>20,000</b> | <b>20,000</b>     |
| <b>13.2 Financial mechanism – Global Environment Facility</b>      |                    |      |                   |                    |               |                   |
| Projects database and visualization                                | 12,000             |      | <b>12,000</b>     |                    |               |                   |
| Impact analysis and communications                                 | 15,000             |      | <b>15,000</b>     |                    |               |                   |
| <b>Component total</b>   | <b>27,000</b>      |      | <b>27,000</b>     |                    |               |                   |
| <b>13.3 Financial mechanism – Specific International Programme</b> |                    |      |                   |                    |               |                   |
| e-learning course  |                    |      |                   |                    | 15,000        | <b>15,000</b>     |
| <b>Component total</b>   |                    |      |                   |                    | <b>15,000</b> | <b>15,000</b>     |
| <b>Grand Total</b>   | <b>47,000</b>      |      | <b>47,000</b>     |                    | <b>35,000</b> | <b>35,000</b>     |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved | 0                  | 0                  | <b>0</b>           |
| 2022-2023 approved | <b>47,000</b>      | <b>35,000</b>      | <b>82,000</b>      |



# Fact sheet F. Legal and policy activities

## Activity 14. Legal and policy activities

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### Budget

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General Trust Fund

Special Trust Fund

### Mandate

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**Convention:** articles 3, 4, 5, 6, 7, 15, 16, 17, 18, 19, 20, 21, 24, 22, 26, 27

**Decisions:** MC-4/10

### Background and rationale

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#### 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 2022 and 2023 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 14 on capacity building and technical assistance, and activity 11 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.

#### 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. Thanks to the generous financial support of Sweden, the secretariat of the Minamata Convention has undertaken several activities with the objective of mainstreaming gender within its programme of work. In particular, the secretariat developed an internal gender roadmap, which analyses current initiatives undertaken by other MEAs and UN bodies in the field of gender and identifies priority actions to be undertaken by the secretariat with the objective of mainstreaming gender within the programme of work. Highly prioritized activities include the development of a gender action plan, and offering gender training to the secretariat staff, including gender focal point, programme officers, managers and administration, as well as to other stakeholders, such as parties, Bureau members, and SIP Governing Board members. In line with best practice as well as UNEP Environmental and Social Sustainability Framework as revised in 2020, the secretariat proposes to further strengthen gender mainstreaming in the work under the Convention.

## **Outcomes and activities**

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### **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, under the guidance of the ICC;
- 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

- Assist parties on request to implement trade-related obligations under Article 3 of the Convention (staff costs only);
- Cooperate with other MEAs and partners (e.g. IMPEL, INECE, UNEP, REN WCO, GCI, INTERPOL) to prevent and combat mercury trade which is not compliant with the Convention (staff costs only).

#### 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.

#### MEANS OF VERIFICATION

- Feedback from parties and other stakeholders;
- Report to the COP.

### Component 14.4. Gender

#### OUTCOMES

Strengthened ability to mainstream gender in the programme of work of the Minamata Convention.

#### ACTIVITIES (subject to the availability of resources)

- Develop a gender action plan;

- Gender mainstreaming: develop 'targeted funding' plan for gender activities, review organizational documents and reporting protocols for gender inclusion, produce an annual report-back to the parties on gender activities, gender training for secretariat staff

#### INDICATORS OF ACHIEVEMENT

- Gender action plan integrated in existing programme of work and draft programme of work for the period 2024–2025;
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#### MEANS OF VERIFICATION

- Gender action plan document;
- Report on secretariat activities to COP;
- Programme of work for the next biennia;
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### Partners

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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:** The secretariat of the Basel, Rotterdam and Stockholm Conventions has undertaken several efforts to mainstream gender and efforts will be made to link and learn from this important work. The United Nations Environment Programme (UNEP) Chemicals and Health Branch and SAICM will be consulted on the activities as relevant. Gender work will be aligned with 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

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**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.

**Gender mainstreaming:** The legal and policy activities of the Minamata Convention will consider the differential needs of men, women and vulnerable populations. The secretariat 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, where appropriate, encourage governments to take into account gender-related aspects in nominating representatives to the meetings of the convention bodies and in other relevant activities where suitable. The secretariat will also advise, where appropriate, any potential gender impacts of the legal and policy matters considered.

## Resources Requirement

| Activity/Output                                      |                    |      |                          |                    |               |                          |
|--|--------------------|------|--------------------------|--------------------|---------------|--------------------------|
|  | General trust fund |      |                          | Special trust fund |               |                          |
|  | 2022               | 2023 | Total<br>(2022-<br>2023) | 2022               | 2023          | Total<br>(2022-<br>2023) |
| <b>14. Legal and Policy Activities</b>               |                    |      |                          |                    |               |                          |
| <b>14.1. Implementation and Compliance Committee</b> |                    |      |                          |                    |               |                          |
| Work programme of the ICC                            |                    |      |                          |                    |               |                          |
| <b>Component total</b>                               |                    |      |                          |                    |               |                          |
| <b>14.2. Core legal and policy activities</b>        |                    |      |                          |                    |               |                          |
| <b>Component total</b>                               |                    |      |                          |                    |               |                          |
| <b>14.3. Trade related provisions</b>                |                    |      |                          |                    |               |                          |
| <b>Component total</b>                               |                    |      |                          |                    |               |                          |
| <b>14.4. Gender</b>                                  |                    |      |                          |                    |               |                          |
| Development of action plan                           |                    |      |                          | 40,000             |               | <b>40,000</b>            |
| Gender mainstreaming                                 |                    |      |                          | 15,000             | 15,000        | <b>30,000</b>            |
| Case studies and events                              |                    |      |                          |                    |               |                          |
| Training   |                    |      |                          | 15,000             | 15,000        | <b>30,000</b>            |
| <b>Component total</b>                               |                    |      |                          | <b>70,000</b>      | <b>30,000</b> | <b>100,000</b>           |
| <b>Grand Total</b>                                   |                    |      |                          | <b>70,000</b>      | <b>30,000</b> | <b>100,000</b>           |

**Overview of resources**

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| <b>Budget</b>      | <b>General trust fund</b> | <b>Special trust Fund</b> | <b>Total contribution</b> |
|--------------------|---------------------------|---------------------------|---------------------------|
| 2020-2021 approved |                           | <b>234,000</b>            | <b>234,000</b>            |
| 2022-2023 approved |                           | <b>100,000</b>            | <b>100,000</b>            |

# Fact sheet G. Office maintenance and services

## Activity 15. Office maintenance and services

### Budget

General Trust Fund                       Special Trust Fund

### Mandate

Minamata Convention art. 24

### 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 secretariat 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

## Resources requirements

| Activity/Output   | 2022-2023          |                |                      |                    |      |                      |
|---|--------------------|----------------|----------------------|--------------------|------|----------------------|
|   | General trust fund |                |                      | Special trust fund |      |                      |
|   | 2022               | 2023           | Total<br>(2022-2023) | 2022               | 2023 | Total<br>(2022-2023) |
| <b>15. Office maintenance and services</b>                                      |                    |                |                      |                    |      |                      |
| <b>15.1. Office maintenance and services</b>                                    |                    |                |                      |                    |      |                      |
| Operating costs (Security, diplomatic services, UMOJA, network printing etc.)   | 100,000            | 120,000        | <b>220,000</b>       |                    |      |                      |
| Office maintenance and utilities  | 38,000             | 38,000         | <b>76,000</b>        |                    |      |                      |
| Communications (fixed and mobile, supplies and services, incl website hosting)) | 10,000             | 10,000         | <b>20,000</b>        |                    |      |                      |
| Office equipment and other non-expendable items                                 | 2,000              | 2,000          | <b>4,000</b>         |                    |      |                      |
| Office supplies and other expendable items                                      | 5,000              | 5,000          | <b>10,000</b>        |                    |      |                      |
| <b>Component total</b>  | <b>155,000</b>     | <b>175,000</b> | <b>330,000</b>       |                    |      |                      |
| <b>Grand Total</b>  | <b>155,000</b>     | <b>175,000</b> | <b>330,000</b>       |                    |      |                      |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved | <b>290,000</b>     |                    | <b>290,000</b>     |
| 2022-2023 approved | <b>330,000</b>     |                    | <b>350,000</b>     |



# Activity 16. Information technology services

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## Budget

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General Trust Fund                       Special Trust Fund

## Reference

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MC/COP.4//24

## Background and rationale

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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 secretariat and 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

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### 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, including online platforms. 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 2022-2023;
- Delivery of IT services in a cost efficient and timely manner to the secretariat and parties;

#### 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.

- Quality of IT services provided during meetings.

## Partners

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UNEP, UNOG and UNON.

## Socio-economic aspects

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**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).

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## Resources requirements

| Activity/Output                             | 2022-2023          |               |                      |                    |      |                      |
|---|--------------------|---------------|----------------------|--------------------|------|----------------------|
|   | General trust fund |               |                      | Special trust fund |      |                      |
|   | 2022               | 2023          | Total<br>(2022-2023) | 2022               | 2023 | Total<br>(2022-2023) |
| <b>16. Information technology services</b>  |                    |               |                      |                    |      |                      |
| <b>16.1 Information technology services</b> |                    |               |                      |                    |      |                      |
| IT services including internet              | 51,000             | 56,000        | <b>107,000</b>       |                    |      |                      |
| IT equipment and software                   | 3000               | 3,000         | <b>6,000</b>         |                    |      |                      |
| Licenses, software                          | 1500               | 1,500         | <b>3,000</b>         |                    |      |                      |
| <b>Component total</b>                      | <b>55,500</b>      | <b>60,500</b> | <b>1116,000</b>      |                    |      |                      |
| <b>Grand Total</b>                          | <b>55,500</b>      | <b>60,500</b> | <b>116,000</b>       |                    |      |                      |

## Overview of resources

| Budget             | General trust fund | Special trust fund | Total contribution |
|--------------------|--------------------|--------------------|--------------------|
| 2020-2021 approved | <b>103,500</b>     |                    | <b>103,500</b>     |
| 2022-2023 approved | <b>116,000</b>     |                    | <b>121,000</b>     |