

**Asia and the Pacific regional preparatory meeting for the online segment of the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury
Online, 27 September 2021**

PROVISIONAL PROGRAMME

The Asia and the Pacific regional preparatory meeting for the online segment of the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (COP-4) will be held online on 27 September 2021, from 8.00 a.m. to 12.30 p.m, Geneva time (CET). The working language of the meeting will be English. The online regional preparatory meeting is being organized thanks to the generous financial support provided by the Government of Switzerland.

The objective of the online regional preparatory meeting is to give Parties in the region the possibility to hear briefings, exchange views and consult each other on the items of the provisional agenda to be considered during the online segment of COP-4 on 1-5 November 2021. The provisional annotated agenda for the online segment of COP-4 is set out in Annex I.

During the online segment, Parties will address a limited number of agenda items as set out below, and with a view to adopting a decision on budget, and a decision on the date of the in-person meeting:

- Item 6: Programme of Work and Budget for the 2022-2023 biennium;
- Item 7: Date of the resumed meeting;
- Item 4 (e)(i): Financial resources and mechanism: Global Environment Facility;
- Item 4(h): National reporting; and
- Item 4 (i): Effectiveness evaluation.

Participants are invited to consult relevant meeting documents of the online segment of COP-4, available on the Convention's website, in advance of the online regional preparatory meeting. A list of relevant documents and links is provided in the second column of the provisional annotated agenda contained in Annex I.

The meeting will be co-chaired by the members who represent the region at the COP Bureau, Ms. Rosa Vivien Ratnawati (Indonesia) and Mr. W.T.B. Dissanayake (Sri Lanka).

The programme for the online regional preparatory meeting has been prepared in consultation with the respective Bureau members and is presented below.

Tentative programme for the online regional preparatory meeting, Geneva time (CET)		
8.00 a.m. – 8.15 a.m.	Opening Overview of the programme	Opening remarks from Co-chairs and Secretariat
Item 1. Introduction to the online segment of COP-4		
8.15 a.m.- 9.00 a.m.	Organization of work, practical arrangements, credentials, and other technical matters related to the participation in the online segment	Presentation by the Secretariat, followed by Q&A
Item 2. Items of the agenda of COP-4 to be considered during its online segment		
9.00 a.m. – 10.00 a.m.	Programme of work and budget	Presentation by the Secretariat, followed by a discussion
Break		

10.30 a.m. – 11:00 a.m.	- Date of the resumed meeting; - Financial resources and mechanism: Global Environment Facility; - National reporting.	Presentation by the Secretariat, followed by a discussion on each item.
11.00 a.m. – 11.45 a.m.	- Effectiveness evaluation.	Presentation by the Secretariat, followed by a discussion on each item and a presentation of the Canada/Norway initiative on effectiveness evaluation.
11:45 a.m. – 12:15 p.m.	Continuation of the discussions on the agenda items of the online segment of the COP	Q&A
12:15 p.m. – 12:30 p.m.	Conclusions and closure of the meeting	Closing remarks from co-chairs

Annex I

Annotated agenda of the fourth Meeting of the Conference of the Parties: Online segment (1-5 November 2021)

Agenda item	Title of the agenda item and brief description	Related documents and links to other relevant information
Item 1	<i>Opening of the meeting</i>	
	<p>The fourth meeting is set to open as an online segment from 1 to 5 November 2021.</p> <p>The plenary session will open on Monday, 1 November 2021 at 13:00 CET, and convene until 17:30 CET, with a thirty-minute break from 15:00 to 15:30 CET.</p> <p>The plenary next convenes on Wednesday, 3 November 2021 at 13:00 CET until 15:00.</p> <p>Thereafter the plenary will convene on Friday, 5 November 2021 at 13:00 CET until plenary is set to adjourn at 17:30 CET. A thirty-minute break is foreseen from 15:00 to 15:30 CET.</p> <p>The President of the fourth meeting of the Conference of the Parties Ms. Rosa Ratnawati (Indonesia) will preside over the meeting in accordance with the rules of procedure.</p> <p>Opening statements will be made./Welcoming statement(s) will be made by representative(s) of the United Nations Environment Programme.</p>	<ul style="list-style-type: none"> • Issues and information for the Conference of the Parties to the Minamata Convention at its fourth meeting (UNEP/MC/COP.4/2) • List of documents to the fourth meeting (UNEP/MC/COP.4/INF.1). • Meeting portal for the online segment of the fourth meeting of the Conference of the Parties to the Minamata Convention • Invitation letter to all parties dated 30 April 2021 on the format of the fourth meeting, including the tentative schedule of work for the online segment • Tentative schedule of work for the online segment of the fourth meeting (annex II) • Rules of procedure for the Conference of the Parties to the Minamata Convention

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Item 2	Organizational matters	
	<p>The fourth meeting of the Conference of the Parties to the Minamata Convention is set to be held in two segments:</p> <ul style="list-style-type: none"> - Online segment, 1-5 November 2021. - In-person segment, in Bali, Indonesia, the first quarter of 2022. <p>During the online segment, Parties will address a limited number of agenda items as set out below, and with a view to adopting a decision on budget, and a decision on the date of the in-person meeting:</p> <ul style="list-style-type: none"> • Item 6: Programme of Work and Budget for the 2022-2023 biennium; • Item 7: Date of the resumed meeting; • Item 4 (e)(i): Financial resources and mechanism: Global Environment Facility; • Item 4(h): National reporting; and • Item 4 (i): Effectiveness evaluation. <p>The Conference of the Parties is expected to consider and/or resume consideration of all remaining agenda items of the meeting during the in-person segment.</p>	
(a)	<p><i>Adoption of the agenda</i></p> <p>The online segment of the Conference of the Parties is expected to adopt the provisional agenda set out in UNEP/MC/COP.4/1. The in-person segment is expected to confirm that no further matters be added to the adopted agenda, including under item 8, "Other matters".</p>	<ul style="list-style-type: none"> • Provisional agenda (UNEP/MC/COP.4/1) • Rules of procedure for the Conference of the Parties to the Minamata Convention
(b)	<p><i>Organization of work</i></p> <p>Under this item, the President will outline that a limited number of agenda items will be considered during the online segment, namely the Convention's Programme of Work and Budget for the 2022-2023 biennium, and four further items of time sensitivity. The President will also refer to the tentative schedule of work for the online segment, as agreed by the COP-4 Bureau in May 2021 and communicated to Parties on 30 April 2021.</p>	<ul style="list-style-type: none"> • Provisional agenda (UNEP/MC/COP.4/1) • Rules of procedure for the Conference of the Parties to the Minamata Convention <p>Invitation letter to all parties dated 30 April 2021 on the format of the fourth meeting, including the tentative schedule of work for the online segment</p>
(d)	<p><i>Report on the credentials of representatives to the fourth meeting of the Conference of the Parties</i></p> <p>Under this item, the Secretariat will outline the agreement reached by the COP-4 Bureau on the credentials for the online segment of the fourth meeting. The officers of the meeting will examine the credentials and submit their report thereon at the meeting.</p>	<ul style="list-style-type: none"> • Provisional agenda (UNEP/MC/COP.4/1) • Invitation letter to all parties dated 30 April 2021 on the format of the fourth meeting, including the tentative schedule of work for the online segment

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	<p>Credentials for the head of delegation, alternate representatives and advisers are issued either by the Head of State or Government or by the Minister of Foreign Affairs. In the case of a regional economic integration organization, credentials should be issued by the competent authority of that organization. Information regarding any change in the composition of the delegation should be submitted using the same procedure. Taking into consideration the exceptional circumstances of the online segment, electronic copies of credentials are to be submitted to the Executive Secretary no later than 6 p.m. Geneva time (CET) on Tuesday, 2 November 2021.</p>	
Item 4	Matters for consideration or action by the Conference of the Parties	
(e) (i)	<p><i>Financial resources and mechanism: Global Environment Facility</i></p> <p>Under this item, Parties are informed of the Eighth Replenishment of the Global Environment Facility trust fund, one component of the Convention's financial mechanism. Parties are invited to consider the information provided, and to take the opportunity to make statements on the replenishment to be captured in the COP-4 report with a view to informing replenishment planning discussions running through March 2022, as well as national processes involved therein.</p>	<ul style="list-style-type: none"> • Update on matters related to the Global Environment Facility (UNEP/MC/COP.4/9), Executive summary of the report of the Council of the Global Environment Facility to the Conference of the Parties to the Minamata Convention on Mercury at its fourth meeting (UNEP/MC/COP.4/9/Add.1), and Report of the Global Environment Facility to the fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (UNEP/MC/COP.4/INF/7) • The eighth replenishment of the Global Environment Facility trust fund (UNEP/MC/COP.4/10) • Draft GEF-8 strategic positioning and programming directions (UNEP/MC/COP.4/INF/8) • GEF webpage. https://www.thegef.org/gef-8-replenishment
(h)	<p><i>National Reporting</i></p> <p>Under this item, the Secretariat will present the draft guidance for completing the full reporting format as requested by Decision MC-3/13. The full national reports by Parties are due by 31 December 2021, and this draft guidance is to support Parties for the reporting cycle to clarify the information being sought in the national reporting format.</p>	<ul style="list-style-type: none"> • Draft Guidance for Completing the National Reporting Format for the Minamata Convention on Mercury (UNEP/MC/COP.4/17) • Decision MC-3/13
(i)	<p><i>Effectiveness Evaluation</i></p>	<ul style="list-style-type: none"> • Giving effect to article 22: effectiveness evaluation (UNEP/MC/COP.4/18), Indicators (UNEP/MC/COP.4/18/Add.1), Compilation of

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	<p>Under this item, the Secretariat will present a number of documents, including on work requested by Decision MC-3/10, in support of the deliberations by the Conference to give effect to article 22, so as to put in place the arrangements to conduct an effectiveness evaluation.</p> <p>Furthermore, as there have been Parties-led initiatives further to intersessional work on effectiveness evaluation, this provides the opportunity for the Conference of the Parties to be informed of these initiatives.</p> <p>Considerations of the intersessional work and these Parties-led consultations will be opened at the in-person segment</p>	<p>views on the proposed indicators for evaluating the effectiveness of the Minamata Convention on Mercury (UNEP/MC/COP.4/INF/11), Monitoring Guidance (UNEP/MC/COP.4/18/Add.2), and Draft monitoring guidance (UNEP/MC/COP.4/INF/12)</p> <ul style="list-style-type: none"> • Decision MC-3/10
Item 6	<i>Programme of Work and Budget</i>	
	<p>The Conference of the Parties is expected to consider the proposed programme of work and budget for the 2022-2023 biennium, especially the draft budget and decision for 2022, and to adopt a decision on the programme of work and budget for 2022. The Conference of the Parties may also wish to decide on elements of the budget for 2023.</p> <p>The Conference of the Parties is expected to establish a contact group to review the draft programme of work and budget and the draft decision as submitted to the meeting and to prepare a draft decision for adoption at the online segment.</p> <p>The contact group will meet on Tuesday, 2 November from 13:00 to 17:30 Geneva time, Wednesday, 3 November from 15:30 to 17:30 and Thursday, 4 November from 13:00 to 17:30.</p> <p>In the period leading up to the online segment, an online forum on budget and information session(s) will have been organized by the secretariat to prepare for the consideration of the proposed programme of work and budget, and more specifically to provide opportunities for parties to review the budget proposal and for the secretariat to receive comments and clarify any questions parties may have.</p>	<ul style="list-style-type: none"> • Programme of work and budget: proposed operational budgets for the two funding scenarios for the biennium 2022–2023 (UNEP/MC/COP.4/24) • Programme of work and budget for the biennium 2022–2023: budget activity fact sheets (UNEP/MC/COP.4/INF/22) • Information on financial matters (UNEP/MC/COP.4/INF/21) • Online forum on budget available during the month of September 2021

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Item 7	<i>Date of the resumed fourth meeting of the Conference of the Parties</i>	
	Under this item, the Parties will consider a draft decision on the date of the resumed fourth meeting that is to convene in-person in Bali, Indonesia, and is tentatively scheduled for the first quarter of 2022.	<ul style="list-style-type: none"> • Date of the resumed fourth meeting of the Conference of the Parties to the Minamata Convention on Mercury (UNEP/MC/COP.4/25)
Item 9	<i>Adoption of the report of the online segment of the fourth meeting</i>	
	Under this item, the Parties are to adopt the draft report of the online segment of the fourth meeting.	
Item 10	<i>Adjournment of the meeting</i>	
	The online meeting of the fourth meeting is expected to adjourn by 17:30 on Friday 5 November 2021.	
