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Conference of the Parties to the Convention on the Transboundary Effects of Industrial Accidents

Ninth meeting

Ljubljana, 28–30 November 2016

Item 5 of the provisional agenda

Amendment of the terms of reference of the Bureau and the Convention's subsidiary bodies and the rules of procedure

Draft amended terms of reference of the Bureau

Prepared by the Bureau of the Conference of the Parties

Summary

At its eighth meeting (Geneva, 3–5 December 2014), the Conference of the Parties to the Convention on the Transboundary Effects of Industrial Accidents requested its Bureau to review the terms of reference of the Convention's subsidiary bodies, and to prepare revised terms of reference for review and adoption by the Conference of the Parties at its ninth meeting. The draft terms of reference were to reflect the current practice and roles of the Bureau and the Working Group on Implementation, as set out in documents previously adopted by the Conference of the Parties (ECE/CP.TEIA/30, para. 48).

The Conference of the Parties is invited to adopt the draft amended terms of reference of the Bureau contained in the present document, which were prepared with the support of the secretariat. In an annex, the amendments to the terms of reference previously adopted by the Conference of the Parties are presented for information, showing the proposed additions in bold and deletions in strikethrough text.

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Draft amended terms of reference of the Bureau

1. The Bureau shall be composed of not more than 10 members representing and nominated by Parties, with due consideration to the need for a balanced representation of the different geographical subregions of the United Nations Economic Commission for Europe and gender. They shall serve as members of the Bureau until the next meeting of the Conference of the Parties and be eligible for re-election. In case a representative of a Party or other member State or regional economic integration organization is unable to complete his or her term of office or to perform his or her function, the Party or other member State or regional economic integration organization may appoint another representative. In this case the Party or other member State or regional economic integration organization shall notify the Chair and the secretariat without undue delay and at least 14 days before the next meeting.
2. The Bureau shall meet at least annually. Depending on the agenda, the Chair of the Bureau may invite observers in accordance with rules 6, 7 and 8 of the rules of procedure to attend the meetings of the Conference of the Parties, including the chairs of other subsidiary bodies. The Chair may also invite other individuals or organizations as observers if they have special qualifications with regard to matters on the agenda.
3. The Bureau, with the assistance of the secretariat, shall:
 - (a) Carry out the tasks entrusted to it by the Conference of the Parties;
 - (b) Take the lead in, and take initiatives to strengthen and facilitate the implementation of, the Convention;
 - (c) Prepare the draft programme of work, monitor its implementation and take appropriate decisions, if needed, to strengthen its implementation;
 - (d) Carry out the functions entrusted to it by the Conference of the Parties with regard to sustainable financing;
 - (e) Consult with the chairs of subsidiary bodies under the Conference of the Parties on progress in carrying out their tasks;
 - (f) Approve the implementation of assistance activities funded by the Convention trust fund to support countries in implementing the Convention, including projects under the Assistance Programme;
 - (g) Prepare the meetings of the Conference of the Parties in an effective and transparent manner and, for that purpose, collectively reach out to and consult with all Parties and other stakeholders, as appropriate;
 - (h) Maintain cooperation with strategic partners, such as other conventions, international organizations and programmes, multilateral forums and representatives of civil society, non-governmental organizations and industry associations, to strengthen the implementation of the Convention and its programme of work;
 - (i) Take note of reports submitted to it by other subsidiary bodies and engage with the chairs of the relevant subsidiary bodies in case of any comments before forwarding those reports to the Conference of the Parties.
4. Should urgent need arise, and in the absence of a decision by the Conference of the Parties to convene the Working Group on the Development of the Convention (Working Group on Development), the Bureau shall, with the assistance of the secretariat, organize meetings of that Working Group. Equally the Bureau shall cancel already scheduled

meetings of the Working Group on Development should it become evident that the issues in question no longer require a debate, or when a debate through electronic media would suffice.

5. The Bureau shall conduct its business in English.

Annex

Proposed amendments

The text below presents the amendments, as proposed by the Bureau, to the terms of reference of the Working Group on Implementation as adopted by the Conference of the Parties at its first meeting (ECE/CP.TEIA/2, annex I). Text in strikethrough indicates proposed deletions and text in bold indicates proposed additions to the previous terms of reference.

1. **The Bureau shall be composed of not more than 10 members representing and nominated by Parties, with due consideration to the need for a balanced representation of the different geographical subregions of the United Nations Economic Commission for Europe and gender. They shall serve as members of the Bureau until the next meeting of the Conference of the Parties and be eligible for re-election. In case a representative of a Party or other member State or regional economic integration organization is unable to complete his or her term of office or to perform his or her function, the Party or other member State or regional economic integration organization may appoint another representative. In this case the Party or other member State or regional economic integration organization shall notify the Chair and the secretariat without undue delay and at least 14 days before the next meeting.**

~~±~~ 2. The Bureau shall meet at least annually. Depending on the agenda, the Chairperson of the Bureau may invite ~~representatives of UN/ECE member countries, regional economic integrations and international organizations as observers to the meeting of the Bureau~~ **as observers in accordance with rules 6, 7 and 8 of the rules of procedure to attend the meetings of the Conference of the Parties, including the chairs of other subsidiary bodies. The Chair may also invite other individuals or organizations as observers if they have special qualifications with regard to matters on the agenda.**

~~±~~ 3. The Bureau, with the assistance of the secretariat, shall:

(a) Carry out the tasks entrusted to it by the Conference of the Parties;

(b) Take the lead in, and take initiatives to strengthen **and facilitate** the implementation of, the Convention;

(c) **Prepare the draft programme of work, monitor its implementation** ~~the implementation of the programme of work~~ and take appropriate decisions, **if needed, to strengthen its implementation** ~~in this respect between the meetings of the Conference of the Parties;~~

(d) **Carry out the functions entrusted to it by the Conference of the Parties with regard to sustainable financing;**

~~(d)~~ (e) Consult with the chairs of subsidiary bodies under the Conference of the Parties on progress in carrying out their tasks;

(f) **Approve the implementation of assistance activities funded by the Convention trust fund to support countries in implementing the Convention, including projects under the Assistance Programme;**

~~(e)~~ (g) Prepare the meetings of the Conference of the Parties **in an effective and transparent manner and, for that purpose, collectively reach out to and consult with all Parties and other stakeholders, as appropriate;**

~~(f)~~ **(h) Maintain cooperation ~~liaison~~ with strategic partners, such as other conventions, international organizations and programmes, multilateral forums and the bureaux of governing bodies of other environmental conventions, the Bureau of the UNECE Committee on Environmental Policy, international organizations, financial institutions, environmental policy making bodies and nongovernmental organizations, representatives of civil society, non-governmental organizations and industry associations, to strengthen the implementation of the Convention and its ~~take other~~ appropriate measures to facilitate the implementation programme of work;**

(i) Take note of reports submitted to it by other subsidiary bodies and engage with the chairs of the relevant subsidiary bodies in case of any comments before forwarding those reports to the Conference of the Parties.

4. Should urgent need arise, and in the absence of a decision by the Conference of the Parties to convene the Working Group on the Development of the Convention (Working Group on Development), the Bureau shall, with the assistance of the secretariat, organize meetings of that Working Group. Equally the Bureau shall cancel already scheduled meetings of the Working Group on Development should it become evident that the issues in question no longer require a debate, or when a debate through electronic media would suffice.

5. The Bureau shall conduct its business in English.
