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Economic Commission for Europe**Committee on Environmental Policy****Special session**

Geneva, 23–25 February 2016

Item 3 (f) of the provisional agenda

**The Eighth Environment for Europe Ministerial Conference:
draft provisional agenda****Draft organization of work of the Eighth Environment for
Europe Ministerial Conference****Note by the Bureau of the Committee with support from the
secretariat* *****Summary*

The Reform Plan of the Environment for Europe process (ECE/CEP/S/152, annex I, and Corr.1) adopted by the United Nations Economic Commission for Europe (ECE) Committee on Environmental Policy in 2009, and subsequently endorsed by ECE, mandated the Committee to act as the convening body for the preparatory processes for the Environment for Europe ministerial conferences.

At its twenty-first session (Geneva, 27–30 October 2015), the Committee invited its Bureau to continue with the preparations for the Eighth Environment for Europe Ministerial Conference (Batumi, Georgia, 8–10 June 2016). In particular, it invited its Bureau, with support from the ECE secretariat and in cooperation with relevant partners, to further develop the Conference agenda and the options for the format of the Conference sessions, and to submit a note thereon to the Committee for consideration at its session in February 2016 (see ECE/CEP/2015/2, forthcoming).

The present document was prepared by the Bureau, with support from the secretariat, in accordance with the above mandate. The Committee on Environmental Policy will be invited to consider the draft organization of work with a view to agreeing on the proposed formats for the ministerial discussion.

* This note was submitted on the above date owing to the need to consult with external partners.

** This document was not formally edited.

I. Introduction

1. At its twenty-first session (Geneva, 27–30 October 2015), the Economic Commission for Europe (ECE) Committee on Environmental Policy welcomed the draft provisional agenda for the Eighth Environment for Europe Ministerial Conference (Batumi, Georgia, 8–10 June 2016), approved the framework for the Conference and invited its Bureau, with support from the secretariat and in cooperation with relevant partners, to further develop the Conference agenda and the options for the format of the Conference sessions, and to submit a note thereon to the Committee at its special session in February 2016 (see ECE/CEP/2015/2, forthcoming).
2. Furthermore, the Committee welcomed the proposal by the European ECO Forum to organize a round-table discussion between ministers and non-governmental organizations under the green economy theme, and invited the Bureau to work in close consultation with the European ECO Forum on adapting the proposal to the set of questions for discussion under that theme.
3. The present document was prepared by the Bureau of the Committee, with support from the ECE secretariat and in consultation with relevant partners. The document complements the draft annotated provisional agenda for the Conference (ECE/CEP/S/2016/L.1).
4. The proposed organization of work under the agenda item 2 (a) presented below and in annex II, section B, was developed under the umbrella of the informal meetings of representatives of the governing bodies of the ECE multilateral agreements (MEAs), by the Chairs of the Bureaux of the ECE Convention on the Transboundary Effects of the Industrial Accidents (Industrial Accidents Convention) and the Protocol on Pollutant Release and Transfer Registers (Protocol on PRTRs) to the ECE Convention on Access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters (Aarhus Convention), and a former member of the Bureau of the ECE Convention on the Protection and Use of Transboundary Watercourses and International Lakes (Water Convention), with support from the secretariat and in consultation with the Chairs of the other ECE MEAs. Gaps and challenges encountered under the instruments are not proposed for discussion as these are best addressed by the respective governing bodies.
5. The proposed organization of work under agenda item 2 (b) was developed together with the United Nations Environment Programme (UNEP) taking into account the role of the European Environment Agency (EEA). The organization of work under agenda item 4 was developed by the ECE secretariat jointly with UNEP taking into account the role of the European ECO Forum in organizing the multistakeholder roundtable discussion on greening the economy. The organization of work under agenda item 5 was developed by the secretariat, including the secretariat of the ECE Convention on the Long-Range Transboundary Air Pollution (Air Convention) taking into account the World Health Organization Regional Office for Europe (WHO/Europe) role in the discussions under this session.
6. The organization of work under agenda item 3 was prepared by the ECE Steering Committee on Education for Sustainable Development (ESD).
7. The Committee on Environmental Policy will be invited to consider the draft organization of work with a view to approve the proposed format for the ministerial discussion ensuring an interactive and multi-stakeholder discussion at the Batumi Conference.

II. Organization of work

Tuesday, 7 June, 3–7 p.m. and Wednesday, 8 June, 8–9 a.m.

Registration, greening-the-Conference-related events

The Registration Desk will be opened from 7 a.m. to 8 p.m. on Tuesday, 7 June and from 7 a.m. to 9 a.m. on Wednesday, 8 June. The host country secretariat will ensure an efficient and smooth security check and registration procedure so as to enable timely registration of all participants in the Conference.

The host country will have the opportunity to organize greening-the-Conference-related events on the margins of the Conference.

1. Opening of the Conference

Plenary session, Wednesday, 8 June 2016, 9–11 a.m., Batumi Summer Theatre, to be confirmed (tbc), and Sheraton Batumi Hotel

Chair: Minister of Environment and Natural Resources Protection of Georgia

Opening show by the host country (*up to 20 minutes*)

Welcoming address by the Prime Minister of Georgia (*up to 10 minutes*)

Welcoming address by the Head of the Government of the Autonomous Republic of Ajara, tbc (*up to 7 minutes*)

Family photograph of all Ministers and Heads of Delegations (*up to 15 minutes*)

Walking to the main venue of the Conference Sheraton Batumi Hotel (*up to 20 minutes*)

Introductory remarks by the Chair (*up to 5 minutes*)

Keynote statement on “From Dobris to Batumi: 25 years of pan-European cooperation” by a high-level official from an ECE member State, tbc (*up to 10 minutes*)

Keynote address (*up to 9 minutes each*)

- Executive Secretary of ECE
- Executive Director of UNEP, tbc

Adoption of the Conference agenda

2. [Getting the pan-European region ready for sustainable development] / [Implementing the 2030 Agenda for Sustainable Development]¹

A. Multilateral environmental agreements, mechanisms, policies and institutions supporting the 2030 Agenda for Sustainable Development

Plenary session and interactive discussion, Wednesday, 8 June 2016, 11 a.m.–1 p.m., Sheraton Batumi Hotel

Chair: Minister of Environment and Natural Resources Protection of Georgia

Introductory remarks by the Chair (*up to 3 minutes*)

¹ An alternative title for the agenda item 2 could be “Implementing the 2030 Agenda for Sustainable Development”, focused on the national level, subject to consideration and decision by the Committee.

Moderators: Executive Secretary of ECE and Executive Director of UNEP, tbc

Introduction by the Moderators (*up to 2 minutes each*)

Interactive discussion/questions by Ministers and high-level representatives of the private sector and civil society focussed on the following set of questions (*up to 2 minutes per intervention, 1 intervention per speaker; a total of up to 90 minutes*):

- How will one or more of these instruments be used to support efforts to achieve the Sustainable Development Goal(s) at the national, transboundary, regional or global levels? How does it, or do they, strengthen integration and intersectoral cooperation? Please base the intervention on a concrete example of, as appropriate, a new action or initiative that illustrates how these instruments will be used to strengthen intersectoral cooperation to support achievement of the Sustainable Development Goal(s).

Concluding remarks by the Moderators, who will highlight key points to serve as input into the Chair's Summary of the Conference (*up to 5 minutes in total*)

Festive event to celebrate 20 years of successful implementation of the ECE Environmental Performance Programme, and looking forward to getting it ready to support the achievement of the Sustainable Development Goal (*from 12:45 p.m.*).

B. Keeping the pan-European environment under review

Plenary session and interactive discussion, Wednesday, 8 June 2016, 3–4.30 p.m., Sheraton Batumi Hotel

Chair: Minister of Environment and Natural Resources Protection of Georgia

Introductory remarks by the Chair (*up to 5 minutes*)

Address on “From Astana to Batumi: developing the Shared Environmental Information System (SEIS) across the pan-European region” – presenting the main outcomes of the report on progress in establishing SEIS in support to regular reporting in the pan-European region by a high-level official from an ECE member State, tbc (*up to 5 minutes*)

Address on “The European Environment Agency and milestones in the European Union and European Neighbourhood implementation of SEIS” by the Executive Director of the EEA (*up to 5 minutes*)

Country testimonials based on the Conference themes and progress in establishing SEIS:

- Short video presentation with brief statements from about 10 countries (*5 minutes*)
- “Air quality” presented by a high-level official from an ECE member State, tbc (*up to 5 minutes*)
- “Green Economy” presented by a high-level official from an ECE member State, tbc (*up to 5 minutes*)
- “SEIS and monitoring of SDGs” presented by a high-level official from an ECE member State, tbc (*up to 5 minutes*)
- “Opportunities, challenges and priorities on the road towards 2030” presented by a high-level official from an ECE member State, tbc (*up to 5 minutes*)

Presentation on “The Global Assessment Process and launching the Regional GEO-6 Assessment” by the Chief Scientist and ad interim Director of UNEP Division of Early Warning and Assessment

Interactive ministerial panel discussion on the main outcomes of the Regional GEO-6 with the participation of four panellists, all high-level officials from the ECE member

States (*moderated by a high-level official from an ECE member State, tbc, up to 25 minutes*):

- Intervention by a high-level official from an ECE member State, tbc (*up to 5 minutes*)
- Intervention by a high-level official from an ECE member State, tbc (*up to 5 minutes*)
- Intervention by a high-level official from an ECE member State, tbc (*up to 5 minutes*)
- Intervention by a high-level official from an ECE member State, tbc (*up to 5 minutes*)
- Intervention by a high-level official from an ECE member State, tbc (*up to 5 minutes*)

Questions from the open floor (up to 15 minutes):

- By a representative of non-Governmental Organization (NGO) (*up to 3 minutes*)
- By a representative of NGO (*up to 3 minutes*)
- By a representative of intergovernmental organization (IGO) (*up to 3 minutes*)
- By a representative of IGO (*up to 3 minutes*)

Concluding remarks by the Chair (*up to 5 minutes*)

3. **Towards a new society: 10 years of education for sustainable development²**

Plenary session and interactive discussion, Wednesday, 8 June 2016, 4.30–6 p.m., Sheraton Batumi Hotel

Co-Chairs: Minister of Education and Science of Georgia and Minister of Environment and Natural Resources Protection of Georgia

Introductory remarks by the co-Chairs (*up to 3 minutes each*)

Keynote address by a Minister of Education from an ECE member State, tbc (*up to 5 minutes*)

Keynote address by a Minister of Environment from an ECE member State, tbc (*up to 5 minutes*)

Keynote address by a High-level representative of UNESCO, tbc (*up to 5 minutes*)

Presentation of the key findings of the report on progress in implementation of the UNECE Strategy for Education for Sustainable Development, by the Chair of the Steering Committee on ESD from Canada, tbc (*up to 10 minutes*)

Interventions from the floor (*up to 3 minutes per intervention, for a total of 45 minutes*)

Presentation and adoption of the Framework for the future implementation of the UNECE Strategy for Education for Sustainable Development, and of the Draft Batumi Ministerial Statement on Education for Sustainable Development, by the co-Chairs (*up to 10 minutes*)

Concluding remarks by the co-Chairs (*up to 3 minutes, each*)

² Prepared by the ECE Steering Committee on Education for Sustainable Development.

4. Greening the economy in the pan-European region

Plenary session and interactive discussion, Thursday, 9 June 2016, 10 a.m.–1 p.m., Sheraton Batumi Hotel and Hilton Batumi Hotel

Questions for discussion

(a) **Opportunities and challenges:** What are the pressing challenges to greening the economy in your country? What positive effects on, e.g., employment, human well-being, prosperity and natural capital are evident after introducing green economy policies? Have trade-offs been taken into account in policymaking — e.g., in terms of the impact on employment, social equity and private investment?;

(b) **Best paths to sustainability:** What approaches have proven most useful to promote a more efficient use of natural resources and to reduce pressures on them (e.g., circular economy, green innovation and initiatives in the fields of energy, building, transport infrastructure, water, fiscal reforms, standards and labelling)? What initiatives are working successfully or are planned to be introduced in your country to address challenges and major obstacles, including to sustainable consumption and production patterns?;

(c) **Green incentives:** What incentives concerning sustainable public procurement, environmental taxation and the removal of environmentally harmful subsidies, including fossil fuel subsidies, have been introduced, and what else can be done? What do you do to encourage green investment, including private and foreign direct investment and technology transfer in different sectors?;

(d) **Cooperation:** What steps could be taken to further promote cooperation among countries in the pan-European region to facilitate the transition to a green economy, including in the context of the post-2015 development agenda?

In addition, during the discussion of the above questions, a number of related issues will be addressed, as appropriate, such as: green agriculture, including its resource needs, possible loads on the environment and some good practices; how subnational and local authorities, business and civil society are involved in greening the economy in their countries; and environmental risk reduction as a key element in defining green economy.

Plenary session, Thursday, 9 June 2016, 10–11 a.m., Sheraton Batumi Hotel

Chair: A high-level official from an ECE member State, tbc

Opening remarks by the Chair (*up to 10 minutes*)

Presentation of the Pan-European Strategic Framework for Greening the Economy and of the Batumi Initiative on Green Economy for SDGs (BIG-E)³ by the Chair of the Committee on Environmental Policy (*up to 10 minutes*)

Video screening with testimonials from Ministers, CEOs, green champions (5 minutes)

Keynote address by a prominent person, tbc (*up to 10 minutes*)

Adoption of the Pan-European Strategic Framework for Greening the Economy

Launching BIG-E in a festive ceremony with the participation of BIG-E stakeholders (*up to 30 minutes*)

Multistakeholder roundtable discussions, Thursday, 9 June 2016, 11 a.m.–1 p.m., Sheraton Batumi Hotel and Hilton Batumi Hotel

Two parallel sessions of a multistakeholder round table⁴ on greening the economy in the pan-European region organized in two consecutive parts (*120 minutes in total*).

³ Subject to consideration and decision by the Committee at its special session in February 2016.

- **Roundtable parallel session 1** (En/Fr/Ru), Sheraton Batumi Hotel:
 - **Part 1** (*70 minutes*) moderated by a representative of the European ECO Forum, tbc, or by a journalist, tbc, will focus on discussing opportunities and challenges in greening the economy, and on identifying best paths to sustainability, including through green incentives in accordance with the set of questions listed under points (a)–(c) of the questions for discussion prepared by the Committee for this thematic segment.
 - **Part 2** (*50 minutes*) moderated by a high-level official from an ECE member State, tbc, will address the issue of cooperation guided by the set of questions under point (d) of the questions for discussion prepared by the Committee for this thematic segment.
- **Roundtable parallel session 2** (En/Ru), Hilton Batumi Hotel:
 - **Part 1** (*70 minutes*) moderated by a representative of the European ECO Forum, tbc, or by a journalist, tbc, will focus on discussing opportunities and challenges in greening the economy, and on identifying best paths to sustainability, including through green incentives in accordance with the set of questions listed under points (a)–(c) of the questions for discussion prepared by the Committee for this thematic segment.
 - **Part 2** (*50 minutes*) moderated by a high-level official from an ECE member State, tbc, will address the issue of cooperation guided by the set of questions under point (d) of the questions for discussion prepared by the Committee for this thematic segment.

The consolidated results of the discussions will be presented on the last day of the Conference and will serve as input into the Chair's Summary of the Conference.

The list of the roundtable participants will be presented in an addendum to the present document, prepared closer to the Conference, based on the list of registered participants.

5. Improving air quality for a better environment and human health

Plenary session and interactive discussion, Thursday, 9 June 2016, 3–6 p.m., Sheraton Batumi Hotel and Hilton Batumi Hotel

Questions for discussion

(a) **Pollutants and policies:** Which air pollutants (indoor and outdoor) pose the highest risk to the environment and human health in your country, and how is this risk assessed (e.g., emission inventories, pollutants registers and air quality monitoring- and health-related data)? Which aspects of air pollution do you see as the most important to manage in the near future and in the longer term? How effective are current policies in addressing the impact of air pollution on public health, in particular in urban areas, as well as on ecosystems and crops? What can be done to make such policies more effective and how are the costs of inaction taken into account?;

(b) **Sectors and funding:** What sectors contribute the most to air pollution in your country and how successful has your Government been in integrating air pollution reduction measures into financial and development policies, as well as other sectoral policies? What role can policymakers and financing institutions play in ensuring that projects that reduce air pollution receive funding?;

⁴ Organized in a similar way to the Astana Conference multistakeholder round tables.

(c) **Public awareness and participation:** Are the prevailing problems with air pollution and its transboundary character generally known in your country? How can communication be improved? Which channels, messages and means work best in your country? How could enabling public participation in relevant processes (e.g., policy development) improve air quality and what measures work best in your country?;

(d) **Cooperation:** Has international cooperation led to an improvement in air quality? How can international cooperation strengthen the national work? Which international instruments are the most effective in your experience? Which activities should be further strengthened to promote ratification, implementation and possible development of the ECE Air Convention and its protocols?

In addition, during the discussion of the above questions, a number of related issues will be addressed, as appropriate, such as: green agriculture, including its resource needs, possible loads on the environment and some good practices; and how subnational and local authorities, business and civil society are involved in greening the economy in countries.

Plenary session, Thursday, 9 June, 3–4.15 p.m., Sheraton Batumi Hotel

Chair: Minister of Environment of Sweden, tbc

Opening remarks by the Chair (*up to 10 minutes*)

Video to highlight the issue of air pollution (*5 minutes*)

Keynote addresses (*up to 7 minutes per keynote address*):

- A high-level official from an ECE member State, tbc
- A high-level representative of a Local Government, tbc
- Regional Director for Europe, World Health Organization, tbc

Presentation of the Batumi Action for Cleaner Air by the Chair of the Executive Body to the ECE Convention on Long-range Transboundary Air Pollution (*up to 5 minutes*)

Launching ceremony of the Batumi Action for Cleaner Air and celebrating the commitments made with the participation of the initiative's stakeholders (*up to 30 minutes*)

Multistakeholder roundtable discussions, Thursday, 9 June 2016, 4.15 p.m.–6 p.m., Sheraton Batumi Hotel and Hilton Batumi Hotel

Two parallel sessions of a multistakeholder round table⁵ on improving air quality for a better environment and human health (*105 minutes*).

- **Roundtable parallel session 1** (En/Fr/Ru), Sheraton Batumi Hotel:
 - **Part 1** (*60 minutes*) moderated by a journalist, tbc, or by a high-level official from an ECE member State, tbc, will focus on discussing air pollutants and policies related to environment and human health, and on identifying the most polluting sectors and funding for relevant measures to reduce air pollution in accordance with the set of questions listed under points (a)–(b) of the questions for discussion prepared by the Committee for this thematic segment.
 - **Part 2** (*45 minutes*) moderated by a journalist, tbc, or by a high-level official from an ECE member State, tbc, will focus on issues of public awareness and participation and enhanced cooperation, in accordance with the set of questions listed under points (c)–(d) of the questions for discussion prepared by the Committee for this thematic segment.
- **Roundtable parallel session 2** (En/Ru), Hilton Batumi Hotel:

⁵ Organized in a similar way to the Astana Conference multistakeholder round tables.

- **Part 1** (*60 minutes*) moderated by a journalist, tbc or by a high-level official from an ECE member State, tbc, will focus on discussing air pollutants and policies related to environment and human health, and on identifying the most polluting sectors and funding for relevant measures to reduce air pollution in accordance with the set of questions listed under points (a)–(b) of the questions for discussion prepared by the Committee for this thematic segment.
- **Part 2** (*45 minutes*) moderated by a journalist (tbc) or by a high-level official from an ECE member State, tbc, will focus on issues of public awareness and participation and enhanced cooperation, in accordance with the set of questions listed under points (c)–(d) of the questions for discussion prepared by the Committee for this thematic segment.

The consolidated results of the discussions will be presented on the last day of the Conference and will serve as input into the Chair's Summary of the Conference.

The list of the roundtable participants will be presented in an addendum to the present document, prepared closer to the Conference, based on the list of registered participants.

6. Reporting on the outcomes of the discussions under the thematic sessions

Plenary session, Friday, 10 June 2016, 10–11.30 a.m., Sheraton Batumi Hotel

Chair: Minister of Environment and Natural Resources Protection of Georgia

Introductory remarks by the Chair (*up to 5 minutes*)

Reporting by the Chair of the thematic segment on greening the economy in the pan-European region, on the main outcomes of both the plenary and round-table sessions under this thematic segment (*up to 10 minutes*)

Questions/comments from the floor on the main findings of the thematic segment on greening the economy in the pan-European region (*a total of up to 30 minutes*)

Reporting by the Chair of the thematic segment improving air quality for a better environment and human health, on the main findings of both the plenary and round-table sessions under this thematic segment (*up to 10 minutes*)

Questions/comments from the floor on the main findings of the thematic segment on improving air quality for a better environment and human health (*a total of up to 30 minutes*)

Concluding remarks by the Chair (*up to 5 minutes*)

7. Adoption of Conference outcomes

Plenary session, Friday, 10 June 2016, 11.30 a.m.–12.30 p.m., Sheraton Batumi Hotel

Chair: Minister of Environment and Natural Resources Protection of Georgia

Introductory remarks and presentation of the draft Ministerial Declaration by the Chair (*up to 10 minutes*)

Adoption of and statements on the Ministerial Declaration (*3 minutes per intervention, for a total of up to 40 minutes*)

[Possibility for announcing relevant initiatives, agreements, pledges and policy tools on subjects related to the Conference themes that might be submitted to the Conference]

Concluding remarks by the Chair (*up to 5 minutes*)

8. Closure of the Conference

Plenary session, Friday, 10 June 2016, 12.30–1 p.m., Sheraton Batumi Hotel

Chair: Minister of Environment and Natural Resources Protection of Georgia

Chair's Summary of the Conference (*up to 20 minutes*)

Remarks by the Executive Secretary of ECE (*up to 5 minutes*)

Closing remarks by the Chair (*up to 5 minutes*)

Annex I

Additional general information regarding the organization of work of the Conference

1. The information below will be included in the final document submitted to the Conference as an introductory part, replacing the current introduction prepared for the special session of CEP.
2. The Eighth Environment for Europe Ministerial Conference will begin at 9 a.m. on Wednesday, 8 June 2016, and end at 1 p.m. on Friday, 10 June, lasting two-and-a-half days in total.
3. The two main themes of the Conference are: *greening the economy in the pan-European region*; and *on improving air quality for a better environment and human health*. The Conference will address several agreed “questions for discussion” under these two main themes.
4. The Conference will be chaired by the Minister of Environment and Natural Resources Protection of Georgia. Each thematic segment will be chaired by a minister from a member State of ECE.
5. To enhance interaction between delegates, each of the three thematic segments of the Conference will consist of two parts:
 - One-hour (1h15min for the segment on air) plenary session; followed by
 - A two-hour (1h45min for the segment on air) multi-stakeholder round table organized in two parallel sessions.
6. Each plenary session will comprise keynote addresses by different stakeholders in order to kick off the discussion in the round tables. The keynote addresses will take into account one or more of the “questions for discussion” identified for each of the thematic segments. Subsequent discussions will take place in the round table. Each parallel session of a round table will address the same questions but, given the different participants involved, different perspectives may emerge in the discussions.
7. The consolidated results of the discussions from each thematic segment (both plenary and round-table sessions) will be presented by the respective chairs on the last day of the Conference and will serve as input into the Chair’s Summary of the Conference.
8. Also, the plenary part of the thematic sessions will include launching ceremonies of the two initiatives (up to 30 minutes).
9. The official languages of the Conference are English, French and Russian (En, Fr, Ru). Simultaneous interpretation for these languages will be provided during the plenary sessions and during one of the parallel sessions of each round table. The second parallel session of each round table will have simultaneous interpretation in English and Russian only.
10. The Conference agenda and documents (official and for information purposes) will be made available on the ECE website. With regard to the two initiatives, BIG-E and the Batumi Action for Cleaner Air, countries are invited to register their commitments before the Conference (preferably by Monday, 9 May 2016); more information will be made available on the website.
11. To minimize the use of natural resources, **the Batumi Ministerial Conference will be a paperless event**. In order to considerably diminish the printing of documents for the Conference, all Conference documents will be made available on the ECE website. Conference participants are encouraged to download them in electronic format and, if necessary, print them. Only documents produced during the preparatory meeting of the

Committee and the Conference (e.g., the Ministerial Declaration and the Chair's Summary) will be distributed, with two hard copies per delegation.

12. The host country will provide the necessary technical equipment (electric sockets and Wi-Fi Internet connection) to enable the use of laptops in the Conference plenary hall. Given financial resource constraints, the host country invites participants to bring their own laptops to the Conference.

Annex II

Guidance notes for speakers and arrangements for the interactive discussions and roundtables

[to be completed]

A. Keynote speakers under agenda items 4 and 5

1. Each keynote speaker will have up to five, seven or ten (as specified under each agenda item) minutes for delivering a keynote address. The speech will be made from the lectern situated on the podium [*N.B. to consider other possibilities for delivering keynote speeches*]. For a more efficient use of time, seats for the keynote speakers will be reserved in a designated area close to the lectern. The Chair of the thematic segment will invite speakers to deliver their keynote address in accordance with the established order as per section II of the present document. The necessary technical equipment will be provided for PowerPoint presentations. Nonetheless, the established time limit must be respected and it is therefore suggested that any PowerPoint presentation should be limited to up to 4 slides.
2. Keynote speakers are invited to submit to the ECE secretariat (efe@unece.org) a copy of their keynote address as soon as possible and not later than Tuesday, **31 May 2016**. The secretariat will provide these copies to the interpreters and also use them to extract the key messages for the Chair's Summary of the Conference. The entire Chair's Summary will be made available at the end of the Conference.
3. Final copies of the keynote addresses should be sent to the ECE secretariat (efe@unece.org) after the Conference to be posted on the website.

B. Arrangement for interactive discussions under agenda item 2 (a) on multilateral environmental agreements, mechanisms, policies and institutions supporting the 2030 Agenda for Sustainable Development

4. The session will be chaired by the Minister of Environment and Natural Resources Protection of Georgia. During the introductory remarks by the Chair a slide will show 17 Sustainable Development Goals (SDGs).
5. The session will be organized as an interactive discussion moderated by the ECE Executive Secretary of ECE and Executive Director of UNEP, tbc. During the introduction to the format of the session by the Moderators, a slide will show the ECE multilateral environmental agreements, the Environmental Performance Review (EPR) Programme, the Environmental Action Programme Task Force, the Regional Environmental Centres, the Astana Water Action, the Transport, Health and Environment Pan-European Programme and the UNECE Strategy for Education for Sustainable Development and others (the "instruments") and how they relate (broadly) to the SDGs.
6. During the interactive discussion/questions by Ministers and high-level representatives of the private sector and civil society, reference could also be made to other milestones of 2015, such as the Sendai Framework for Disaster Risk Reduction 2015–2030, the Addis Ababa Action Agenda and the Paris Agreement under the United Nations Framework Convention on Climate Change.
7. Below is the proposed format for the interactive discussion:

Participants (one speaker from each of):

 - ECE member State delegations (*priority will be given to Ministers, Vice or Deputy Ministers, State Secretaries, Ambassadors*)

- two private sector associations, represented at the highest level, the World Business Council For Sustainable Development, tbc, and the European Chemical Industry Council, tbc
- two pan-European or global umbrella non-governmental organizations, represented at the highest level, European ECO Forum and Friends of the Earth/Greenpeace, tbc

Structure:

- The Moderators will lead the session through each SDG, with the aim of between 1 and 5 speakers (member States) per SDG, but without imposing a strict quota on the number of interventions per SDG. As the Moderators introduce each SDG, a short cartoon slideshow on the SDG and related ECE activities could be presented. As each speaker starts, the SDG logo, the video stream showing the speaker and, possibly, a figure, image or slogan chosen by the speaker could be projected.
- To allow each member State to intervene at least once during the discussion, the time limit for interventions will be up to 2 minutes.
- Speakers should exchange views on the theme under discussion. Because of the time constraint, speakers will only speak once and normally indicate in advance which SDG they will address. Speakers will be provided with a guidance note to assist them in preparing their interventions.
- On three, regularly-spaced occasions, the representatives of the private sector and civil society will each be invited to speak for up to two minutes, addressing selected SDGs and bringing a different perspective.
- If time permits, other Conference delegates, participating as observers, will be given the opportunity to pose questions from the floor.

Proposed question for discussion:

- How will one or more of these instruments be used to support efforts to achieve the SDG(s) at the national, transboundary, regional or global levels? How does it, or do they, strengthen integration and intersectoral cooperation? Please base the intervention on a concrete example of, as appropriate, a new action or initiative that illustrates how these instruments will be used to strengthen intersectoral cooperation to support achievement of the SDG(s).

8. Given the two-minute time limit on each intervention, only one concrete example should be selected for presentation in the session. Should a member State have several concrete examples, these could be submitted to the secretariat in advance and posted on the Conference website. Examples of concrete actions include: establish an environmental court; regularly inform the public about the impact on human health caused by environmental pollution; initiate an assessment of the water-food-energy-ecosystems nexus in a river basin; and establish an inter-ministerial working group to integrate transport, health and environment policies.

9. The Moderators will make concluding remarks highlighting key points to serve as input into the Chair's Summary of the Conference. At the same time, a slide shows slogans for instruments (e.g., "Tackling air pollution — the world's largest environmental health risk"). A graphic designer could provide a mapping of the discussion, for example a mind map, during the session (subject to funding).

10. **Technical requirements:** A small podium, a round or square table in centre of room and delegates ranked at both ends of the room; traffic lights for speakers; two video cameras, two screens to left and right of table (i.e., behind and facing podium) and projection of live video within a slide show.

11. The festive event to celebrate the ECE EPR Programme will take place from 12:45 p.m. until 1 p.m., followed by a side-event on launching the Third EPR of Georgia, tbc.

C. Arrangement for round tables under agenda items 4 and 5

12. A round-table parallel session will comprise up to 45 participants, including ministers and heads of delegation of ECE member States, intergovernmental organizations (IGOs), regional environmental centres (RECs), NGOs, private sector and academia and green economy think tank representatives. NGOs and the private sector should be represented at the highest level, with the latter represented preferably by chief executive officers. To allow for participation of all ECE member States in round-table discussions, the composition of each of the parallel sessions will be as follows:

- (a) ECE member States will have up to 28 seats;
- (b) IGOs will have up to 3 seats;
- (c) RECs will have up to 2 seats;
- (d) NGOs will have up to 4 seats; and
- (e) Private sector representatives will have up to 4 seats
- (f) Academia, local authorities and green economy think-tanks representatives will have up to 3 seats.

13. The list of round-table participants will be presented in a separate addendum to the present document, which will be regularly revised up until the Conference.

14. In addition, some 200 registered participants in the Conference will be accommodated in each of the parallel sessions to participate as observers to the round-table discussions. If time permits, these participants will be given the opportunity to pose questions to the round-table participants.

15. Each of the round-table's parallel sessions will open with introductory remarks by the moderator. Participants in the round table will be invited to engage actively in the discussion, and to address the agreed questions for discussion. In their interventions, participants can address one or more questions for discussions and/or react to interventions of others.

16. Speeches that have been prepared in advance are strongly discouraged during the round tables; instead, participants should exchange views on the theme under discussion. To allow each participant at the round table to intervene at least once during the discussion, the time limit for interventions will be up to three minutes.

17. Following the discussion, the moderator will highlight key points to be brought to the attention of the Conference plenary (under the Conference agenda item 6).
