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ECONOMIC COMMISSION FOR EUROPE

MEETING OF THE PARTIES TO THE CONVENTION ON
ACCESS TO INFORMATION, PUBLIC PARTICIPATION
IN DECISION-MAKING AND ACCESS TO JUSTICE IN
ENVIRONMENTAL MATTERS

REPORT OF THE THIRD MEETING OF THE PARTIES

Addendum

DECISION III/9

WORK PROGRAMME FOR 2009–2011

adopted at the third meeting of the Parties
held from 11 to 13 June 2008 in Riga

The Meeting of the Parties,

Recalling decision I/11 on the procedures for the preparation, adoption and monitoring of work programmes,

Having regard to the strategic plan of the Convention adopted through decision III/8,

Having regard also to the scheme of financial arrangements adopted through decision III/7,

1. *Adopts* the work programme for 2009–2011 as set out in annex I to this decision;
2. *Agrees upon* the indicative allocation of resources and the resulting estimated costs set out in annex II, subject to annual review and, as appropriate, revision by the Working Group of

the Parties on the basis of annual reports provided by the secretariat pursuant to paragraph 6 of decision III/7 on financial arrangements;

3. *Decides* to give general priority¹ to issues related to compliance and implementation, including capacity-building;
4. *Also decides* to give particular priority to the following substantive issues:
 - (a) Pollutant release and transfer registers, up until the first session of the Meeting of the Parties to the Protocol on Pollutant Release and Transfer Registers;
 - (b) Access to justice;
 - (c) Public participation;
 - (d) Application of the principles of the Convention in international forums;
 - (e) Electronic tools and the clearinghouse mechanism;
5. *Further decides* to establish an ad hoc expert group:
 - (a) To coordinate information-sharing on public participation, including through the collection of good practice examples in the implementation of articles 6 to 8 of the Convention;
 - (b) To advise the Working Group of the Parties on the terms of reference for a task force on public participation with the objectives set out at activity VI of annex I, with a view to the establishment of such a task force at the next meeting of the Parties.
6. *Calls on* the Parties and invites Signatories, other States and relevant intergovernmental, regional and non-governmental organizations to contribute actively to the activities contained in the work programme;
7. *Requests* the secretariat to prepare a draft work programme for the intersessional period following the fourth meeting of the Parties, including a detailed breakdown of estimated costs, for consideration and further elaboration by the Working Group of the Parties at the latest three months before the fourth meeting of the Parties with a view to possible adoption at that meeting.
8. *Further requests* the secretariat to provide, where applicable, an estimated costing for each draft decision finalized by the Working Group of the Parties during the intersessional period, and in due time for the preparation for fourth meeting of the Parties in order to enable Parties to better prioritize activities and allocate sufficient financial resources in the budget to take them forward.

¹ The primary function of the prioritization indicated in these paragraphs, apart from explaining and reflecting the proposed allocation of resources in the annexes, is to provide guidance in a situation in which there is a significant discrepancy between the actual income and the estimated financial requirement. If there is a significant shortfall in resources, then savings need to be made, and the prioritization provides guidance as to where those savings should be made. If there are surplus resources that are not earmarked, then the prioritization provides guidance as to how that surplus may be used. If the resources available closely match the estimated requirements set out in the annex, the resources can simply be applied as indicated in the annexes, i.e. there is no need for any further exercise of prioritization.

Annex I

Work programme for the Convention 2009–2011

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
I. Compliance mechanism	Monitor and facilitate the implementation of and compliance with the Convention	Compliance Committee	Compliance Committee to review submissions, referrals and communications on cases of possible non-compliance, prepare decisions and reports, and undertake fact-finding missions; secretariat to publicize the mechanism, develop database of cases and service the Committee	202,628	244,983
II. Capacity-building activities	Coordination of capacity-building activities to assist countries in the effective implementation of the Convention; implementation of capacity-building measures at the subregional level	Secretariat, in close cooperation with other relevant stakeholders	Annual inter-agency coordination meetings, training workshops and technical assistance, mostly separately funded	67,543	173,454
III. Awareness-raising and promotion of the Convention and the Protocol on PRTRs^a, including through communications strategy	Raise public awareness of the Convention and the Protocol on PRTRs throughout the UNECE region and beyond, increase the number of Parties to the Convention, support regional and global initiatives on principle 10 of the Rio Declaration on Environment and Development	Secretariat Expert group on a communication strategy Working Group of the Parties	Participation in key regional and international events and processes; development and implementation of a communication strategy; support to workshops, seminars and conferences organized by others; preparation of leaflets, publications, news bulletins and other material, including updated version of the implementation guide; Web management; writing and reviewing articles and media kits on the Convention and the Protocol on PRTRs	98,012	155,938

^a Protocol on Pollutant Release and Transfer Registers.

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
IV. Pollutant release and transfer registers	Facilitate the ratification, entry into force and implementation of the Protocol on PRTRs up to the point when the Meeting of the Parties to the Protocol is in a position to take over this responsibility	Working Group on PRTRs ^b	Meetings of the Working Group and expert groups; capacity-building activities; development of technical and legal guidance and other information tools to support development of national PRTRs; participation in other expert groups and interagency meetings as appropriate (e.g. International PRTR Coordinating Group, OECD ^c Task Force on PRTRs)	135,888	201,014
V. Electronic information tools and clearinghouse mechanism	<p>Implementation of recommendations on the more effective use of electronic information tools, facilitating information flow on good practices, policy and practical guidance for the clearing-house mechanism; monitoring technical developments in information and communication technologies; appropriate follow up to the World Summit on the Information Society</p> <p>Use the Aarhus Clearinghouse for Environmental Democracy to facilitate the collection, dissemination and exchange of information related to the national implementation of the Convention and relevant global and regional developments on principle 10 of the Rio Declaration</p>	Task Force on Electronic Information Tools Secretariat, enlisting technical support as necessary	<p>Task Force meetings; review of policies and practices in the use of information and communication technologies for the implementation of the Convention; collection of good practices; capacity-building workshops and activities; support for the implementation of pilot projects, e.g. through coordinating fund-raising; development of online reporting systems and e-learning courses; participation in other relevant regional e-initiatives as appropriate</p> <p>Central node information management, coordination of national nodes of the clearing-house, development of electronic tools to support reporting, information-sharing and collection of good practices; provision of technical assistance to national and information nodes of the clearinghouse</p>	105,086	149,605

^b Upon entry into force of the Protocol on Pollutant Release and Transfer Registers, the Working Group on PRTRs will conclude its mandate. It is expected that this body will be succeeded by the Working Group of the Parties to the Protocol, a subsidiary body of the Meeting of the Parties to the Protocol (ECE/MP.PP/AC.1/2007/L.14).

^c Organisation for Economic Co-operation and Development.

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
			mechanism; project development and management		
VI. Public participation	Coordinate information-sharing, including through the collection of good practice examples in implementation of articles 6, 7 and 8; prepare draft guidance on implementation of articles 6, 7 and 8 or parts thereof	Secretariat Ad hoc expert group Task force on public participation	Ad hoc expert group and Task Force meetings, workshops, electronic exchange of information, expert studies, compendium of good practices Explore synergies and possibilities for cooperation with relevant bodies under the Convention on Environmental Impact Assessment in a Transboundary Context and its Protocol on Strategic Environmental Assessment	92,148	147,680
VII. Access to justice	Implementation of recommendations adopted at the second meeting of the Parties; exchange of information on good practices; raising awareness of the access to justice provisions of the Convention and building capacity among key groups of stakeholders such as the judiciary and other legal professionals	Task Force on Access to Justice	Task Force meetings, development of information and training material, case-study collection and examination, capacity-building workshops and seminars, identification of further activities	102,345	143,711

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
VIII. Genetically modified organisms	Support the implementation of the Convention in this area and the application of the Guidelines on genetically modified organisms, inter alia, by promoting exchange of information on good practices; promote the entry into force of the amendment to the Convention adopted through decision II/1	Secretariat, in close cooperation with other stakeholders	Use of the clearinghouse to facilitate exchange of information on good practices Expert workshop/seminar Cooperation with the relevant bodies under the Cartagena Protocol on Biosafety	18,136	41,151
IX. Promotion of the Almaty Guidelines and other interlinkages with relevant international bodies and processes	Further the application of the principles of the Convention in the context of relevant international bodies and processes, inter alia, through the promotion of recommendations on electronic information tools and guidelines on public participation in international forums and monitoring of their implementation	Secretariat Task Force on Public Participation in International Forums	Participation in workshops relevant to the Convention, joint activities with other conventions and multilateral processes	30,000	50,000
X. Coordination and oversight of intersessional activities	Coordination and oversight of the activities under the Convention Preparation of substantive outcomes of the fourth meeting of the Parties (e.g. drafting the future work programme, reviewing the long-term strategic plan with a view to possible adjustment)	Working Group of the Parties Bureau of the Meeting of the Parties	Working Group meetings (1 per year), meetings of the Bureau as necessary and consultations among Bureau members electronically	40,000	43,333
XI. Fourth ordinary meeting of the Parties	See article 10 of the Convention	Meeting of the Parties	Meetings of the Parties	21,000	35,000

Activity	Objective and expected outcome	Lead country, body or organization	Method of work	Annual Subtotal US\$ (Core)	Annual Subtotal US\$ (Overall)
XII. Reporting mechanism	Production of full set of national implementation reports and synthesis report in accordance with decision I/8 and II/10	Secretariat Compliance Committee Task Force on Electronic Information Tools	Preparation and processing of national implementation reports Analysis of reports and preparation of synthesis report Adjustment of guidance on reporting requirements, making the most of the Convention's clearinghouse mechanism	37,283	43,950
XIII. Horizontal support areas	Overall support that covers multiple substantive areas of the work programme	Secretariat	Secretarial support, staff training, equipment	40,567	57,850
Total				990,635	1,487,669
Programme support costs (13%)				128,783	193,397
Grand total				1,119,418	1,681,066

Annex II

Estimated costs of the activities proposed in the Work Programme 2009 - 2011 to be covered from sources other than the United Nations regular budget (a)

Activity	Description	Estimated costs in US\$ per year (b)								Notes
		2009		2010		2011		2009-2011 average per year		
		Core	Overall	Core	Overall	Core	Overall	Core	Overall	
I. Compliance mechanism										
Staff time	Professional support (L-3): 0.6 (core), 0.65 (overall)	97'628	104'983	97'628	104'983	97'628	104'983	97'628	104'983	(c)
Travel, DSA (Experts/participants)	Committee members, other participants (4 meetings of Compliance Committee per year)	70'000	80'000	70'000	80'000	70'000	80'000	70'000	80'000	
Travel, DSA (Staff)	Expert missions	5'000	10'000	5'000	10'000	5'000	10'000	5'000	10'000	
Subcontracts	Consultancy (Translation outside UN, expert advice)	30'000	50'000	30'000	50'000	30'000	50'000	30'000	50'000	
Subtotal		202'628	244'983	202'628	244'983	202'628	244'983	202'628	244'983	
II. Capacity-building activities										(d)
Staff time	Professional support (L-3): 0.20 (core), 0.30 (overall)	32'543	48'454	32'543	48'454	32'543	48'454	32'543	48'454	(c)
Travel, DSA (Experts/participants)	Eligible participants (Annual meeting of capacity-building partners)	0	5'000	0	5'000	0	5'000	0	5'000	
Travel, DSA (Staff)	Workshops, seminars, trainings	5'000	10'000	5'000	10'000	5'000	10'000	5'000	10'000	
Subcontracts	Consultancy (Capacity-building activities, materials, studies)	30'000	110'000	30'000	110'000	30'000	110'000	30'000	110'000	
Subtotal		67'543	173'454	67'543	173'454	67'543	173'454	67'543	173'454	
III. Awareness raising and promotion of the Convention and the Protocol on PRTRs, including through communications strategy										
Staff time	Professional support (L-3): 0.25 (core), 0.40 (overall)	40'679	64'605	40'679	64'605	40'679	64'605	40'679	64'605	(c)
Travel, DSA (Experts/Participants)	Experts meeting	6'000	12'000	11'000	22'000	0	0	5'667	11'333	
Travel, DSA (Staff)	Travel, DSA for participation at relevant events where no other funding is available	30'000	40'000	30'000	40'000	30'000	40'000	30'000	40'000	
Subcontracts	Consultancy (Studies, Publications, Materials)	30'000	55'000	20'000	40'000	15'000	25'000	21'667	40'000	(e)
Subtotal		106'679	171'605	101'679	166'605	85'679	129'605	98'012	155'938	
IV. Pollutant Release and Transfer Registers										
Staff time	Professional support (L-3): 0.45 (core), 0.45 (overall)	73'221	72'680	73'221	72'680	73'221	72'680	73'221	72'680	(c)
Travel, DSA (Experts/Participants)	Eligible participants (Meetings of the Parties, Working Group, expert group)	56'000	100'000	31'000	65'000	56'000	100'000	47'667	88'333	
Travel, DSA (Staff)	Travel, DSA for capacity building for the Protocol and participation in international events	5'000	10'000	5'000	10'000	5'000	10'000	5'000	10'000	
Subcontracts	Consultancy (Preparation of guidance material)	10'000	30'000	10'000	30'000	10'000	30'000	10'000	30'000	
Subtotal		144'221	212'680	119'221	177'680	144'221	212'680	135'888	201'014	

Activity	Description	Estimated costs in US\$ per year (b)								Notes
		2009		2010		2011		2009-2011 average per year		
		Core	Overall	Core	Overall	Core	Overall	Core	Overall	
V. Clearinghouse mechanism and electronic tools										
Staff time	Professional support (L-3): 0.40 (core), 0.40 (overall)	65'086	64'605	65'086	64'605	65'086	64'605	65'086	64'605	(c)
Travel, DSA (Experts/Participants)	Eligible participants (1 Task Force meeting per year)	15'000	25'000	15'000	25'000	15'000	25'000	15'000	25'000	
Travel, DSA (Staff)	Travel, DSA	0	5'000	0	5'000	0	5'000	0	5'000	
Subcontracts	Consultancy (Technical assistance for maintenance and upgrading, training of national experts; Collection and examination of case studies)	25'000	55'000	25'000	55'000	25'000	55'000	25'000	55'000	
Subtotal		105'086	149'605	105'086	149'605	105'086	149'605	105'086	149'605	
VI. Public participation										
Staff time	Professional support (L-3): 0.30 (core), 0.45 (overall)	48'814	72'680	48'814	72'680	48'814	72'680	48'814	72'680	(c)
Travel, DSA (Experts/Participants)	Eligible participants (1 meeting of expert group or international workshop per year; Workshop on articles 7 and 8)	15'000	20'000	40'000	80'000	15'000	20'000	23'333	40'000	
Travel, DSA (Staff)	Travel, DSA	5'000	10'000	5'000	10'000	5'000	10'000	5'000	10'000	
Subcontracts	Consultancy (Materials, expert studies)	30'000	50'000	10'000	15'000	5'000	10'000	15'000	25'000	
Subtotal		98'814	152'680	103'814	177'680	73'814	112'680	92'148	147'680	
VII. Access to Justice										
Staff time	Professional support (L-3): 0.25 (core), 0.25 (overall)	40'679	40'378	40'679	40'378	40'679	40'378	40'679	40'378	(c)
Travel, DSA (Experts/Participants)	Eligible participants (1 Task Force meeting per year and 1 capacity building workshop)	40'000	70'000	20'000	30'000	20'000	30'000	26'667	43'333	
Travel, DSA (Staff)	Expert missions	5'000	10'000	5'000	10'000	5'000	10'000	5'000	10'000	
Subcontracts	Consultancy (Collection and examination of case studies)	30'000	50'000	30'000	50'000	30'000	50'000	30'000	50'000	
Subtotal		115'679	170'378	95'679	130'378	95'679	130'378	102'345	143'711	
VIII. Genetically Modified Organisms										
Staff time	Professional support (L-3): 0.05 (core), 0.10 (overall)	8'136	16'151	8'136	16'151	8'136	16'151	8'136	16'151	(c)
Travel, DSA (Experts/Participants)	Eligible participants (Workshop)	0	0	15'000	45'000	0	0	5'000	15'000	
Subcontracts	Consultancy (Expert studies)	5'000	10'000	10'000	20'000	0	0	5'000	10'000	
Subtotal		13'136	26'151	33'136	81'151	8'136	16'151	18'136	41'151	
IX. Promotion of Almaty guidelines and other interlinkages with relevant international bodies and processes										
Travel, DSA (Experts/Participants)	Eligible participants (1 meeting of Task Force per year, international workshop)	15'000	20'000	15'000	35'000	15'000	20'000	15'000	25'000	
Subcontracts	Consultancy (Material, studies)	30'000	50'000	10'000	15'000	5'000	10'000	15'000	25'000	
Subtotal		45'000	70'000	25'000	50'000	20'000	30'000	30'000	50'000	
X. Coordination and oversight of intersessional activities										
Travel, DSA (Experts/Participants)	Eligible participants (Meetings of Working Group of the Parties, Bureau meetings)	30'000	40'000	55'000	55'000	35'000	35'000	40'000	43'333	
Subtotal		30'000	40'000	55'000	55'000	35'000	35'000	40'000	43'333	

Activity	Description	Estimated costs in US\$ per year (b)								Notes
		2009		2010		2011		2009-2011 average per year		
		Core	Overall	Core	Overall	Core	Overall	Core	Overall	
XI. Fourth ordinary meeting of the Parties										
Travel, DSA (Experts/Participants)	Eligible participants (MOP-4)	0	0	0	0	42'000	84'000	14'000	28'000	
Travel, DSA (Staff)	Travel, DSA for MOP-4	0	0	0	0	21'000	21'000	7'000	7'000	
Subtotal		0	0	0	0	63'000	105'000	21'000	35'000	
XII. Reporting mechanism										
Subcontracts	Consultancy (Technical assistance, processing of National Reports, Synthesis Report)	0	0	25'000	35'000	35'000	45'000	20'000	26'667	
Secretarial Support (G-5)	Assist processing of reports	0	0	25'925	25'925	25'925	25'925	17'283	17'283	
Subtotal		0	0	50'925	60'925	60'925	70'925	37'283	43'950	
XIII. Horizontal Support Areas										
Equipment	PC, printer	6'000	6'000	6'000	6'000	0	0	4'000	4'000	
Secretarial support (G-5)	General support	25'925	51'850	25'925	51'850	51'850	51'850	34'567	51'850	(f)
Training of staff	Various training activities to enhance staff skills	2'000	2'000	2'000	2'000	2'000	2'000	2'000	2'000	
Subtotal		33'925	59'850	33'925	59'850	53'850	53'850	40'567	57'850	
Total		962'710	1'471'385	993'635	1'527'310	1'015'560	1'464'310	990'635	1'487'669	
Programme support costs 13%		125'152	191'280	129'173	198'550	132'023	190'360	128'783	193'397	
GRAND total		1'087'863	1'662'665	1'122'808	1'725'861	1'147'583	1'654'671	1'119'418	1'681'066	

(a) Figures are rounded up. They may change in accordance with United Nations administrative regulations.

(b) The estimated costs shown here are limited to those intended to be covered by voluntary contributions made under the Convention's scheme of financial arrangements, either through its trust fund or in kind. They do not include costs that are expected to be covered by the United Nations regular budget or other sources. The "overall" figures are based on the supposition of three professional staff financed through the Convention's trust fund. The "core" figures are based on the supposition of two-and-a-half professional staff financed through the Convention's trust fund. It will be the policy of the secretariat to use resources in such a way as to maintain a steady level of staffing and to increase the numbers of extrabudgetary staff only if it considers that the higher staffing level can be sustained for a significant period.

(c) Professional staff costs are estimated by multiplying expected staff time in each activity area by the projected collective annual salary costs for the core and overall scenarios. These collective salary costs are estimated at \$406,785 and \$484,535 under the core and overall scenario respectively. These estimates are based on projections on salary levels of two existing L3 staff and on a generic L3 salary at 50 per cent for the core scenario (\$77,750) and 100 per cent for the overall scenario (\$155,500).

- (d) This category of activities encompasses activities that build capacity in areas that relate to the Convention as a whole. Capacity-building activities relating to a specific topic under the Convention (e.g. electronic information tools, access to justice) are covered under those activity areas.
- (e) In line with past practice, it is anticipated that some publications will be funded from the United Nations regular budget.
- (f) The extrabudgetary secretarial support at G-5 level in both “overall” and “core” scenarios is calculated using the following formula: Core scenarios in non-MOP (Meeting of the Parties) years assume secretarial support at 25 per cent and in MOP years at 50 per cent. Overall scenarios assume secretarial support at 50 per cent throughout the triennium. The generic annual salary level of \$103,700 is used as the basis for core and overall scenarios.

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