

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

Third session

Budva, Montenegro, 15 September 2017

Information note on documents for the third session of the Meeting of the Parties

I. Documents distribution policy

In order to minimize the negative environmental impact of the meetings, the following policy regarding distribution of the documents will be applied during the sixth session of the Meeting of the Parties to the Aarhus Convention (Preparatory and General Segment), the third session of the Meeting of the Parties to the Protocol on PRTRs (General Segment) and their Joint High-Level Segment.

Equipment and software

To facilitate the paperless nature of the meetings and ensure effective participation, participants are kindly requested to bring:

- **a laptop computer** that should:
 - contain basic applications, including Microsoft Office Word, Excel and PowerPoint, Adobe Acrobat Reader, and updated antivirus software;
 - contain all pre-session and other documents as needed;
 - be pre-checked for viruses and confirmed as virus-free prior to arrival at the meetings. Virus-free laptops are crucial to the success of a paperless meeting;
 - be configured for a standard wireless (Wi-Fi) connection. If in doubt, please check with your local information technology expert;
- **memory stick** that has been pre-checked for viruses for the purpose of transferring in-session documents (in case of problems with WI-FI connection);
- **adaptor** to enable laptops to be connected to the power sockets in Montenegro. Electric current in Montenegro is 230V/50Hz. Sockets fit round two-pin plugs (C/F type);
- **have access to the e-mail address** that was communicated to the secretariat when completing the registration procedure or through follow up notification on any possible changes, so that the secretariat can send correspondence relating to the meetings.

Documents

(a) Pre-session documents

Participants should ensure that they have all pre-session documents that they require for the meetings. There will be no distribution of hard copies of the pre-session documents in the meeting rooms.

(b) In-session documents

In-session documents will be revised in track changes at meetings and projected live on screen in the meeting room.

All revised (“in-session”) and approved documents will be uploaded online and made available at <https://owncloud.unog.ch/index.php/s/o3njcST0U4LoA4e>.

The page is currently password protected. The password will be removed as soon as documents have been uploaded.

(c) Post-session documents

Post-session documents will be made available after the meeting in electronic form on the UNECE web page (http://www.unece.org/env/pp/prtr/mopp3_docs.html).

Statements

Delegations wishing to distribute copies of their statements should receive approval from the UNECE secretariat prior to their distribution and should provide the secretariat with their electronic copies. Please send your statements to aarhus-prtr-mops@unece.org.

The final text of statements will be uploaded to the UNECE web page (http://www.unece.org/env/pp/prtr/mopp3_docs.html) after the meeting.

Printing facilities for delegates

As paper-smart policy will apply for these meetings, delegates are strongly discouraged to print documents. If printing, however, cannot be avoided, the meeting venue will provide for a computer, photocopying and printing centre where delegations could print limited number of in-session documents free of charge.

II. List of documents per agenda item for the General Segment

<i>Item</i>	<i>Documentation</i>	<i>Category of the document</i>
All agenda items	Annotated Provisional Agenda of the third session (ECE/MP.PRTR/2017/5)	Category I
	Report on the implementation of the work programme of the Protocol on Pollutant Release and Transfer Registers for 2015–2017 (ECE/MP.PRTR/2017/8)	Category II
	Report of the 4th and 5th meeting of the Protocol’s Working Group of the Parties (ECE/MP.PRTR/WG.1/2015/2, ECE/MP.PRTR/WG.1/2016/2, respectively)	Intersessional
	Information note on documents for the third session of the Meeting of the Parties (PRTR/MOP-3/Inf.3)	Category II
1	Annotated Provisional Agenda of the third session (ECE/MP.PRTR/2017/5)	Category I

<i>Item</i>	<i>Documentation</i>	<i>Category of the document</i>
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3 (a)	Report on the second Global Round Table on Protocol on Pollutant Release and Transfer Registers (ECE/MP.PRTR/WG.1/2016/7)	Category II
3 (b)	Report on the second subregional workshop “Get Your Right to a Healthy Community” (ECE/MP.PRTR/2017/7)	Category II
	Technical assistance and resources (ECE/MP.PRTR/WG.1/2016/12)	Intersessional
4 (a)	Draft decision III/1 on reporting requirements (ECE/MP.PRTR/2017/12)	Category I
	Synthesis report on the status of implementation of the Protocol and overview of progress in implementing the strategic plan for 2015–2020 (ECE/MP.PRTR/2017/10)	Category II
4 (b)	Systemic issues concerning the implementation of the Protocol on Pollutant Release and Transfer Registers and recommendations on how to address them (ECE/MP.PRTR/WG.1/2016/5)	Category I
	Guidance for reporting on implementation of the Protocol on Pollutant Release and Transfer Registers (ECE/MP.PRTR/WG.1/2016/6)	Category I
	Report of the Compliance Committee on its third meeting (ECE/MP.PRTR/C.1/2014/4)	Intersessional
	Report of the Compliance Committee on its fourth meeting (ECE/MP.PRTR/C.1/2015/2)	Intersessional
	Report of the Compliance Committee on its fifth meeting (ECE/MP.PRTR/C.1/2017/2, forthcoming)	Intersessional
	Membership of the Compliance Committee (ECE/MP.PRTR/WG.1/2016/10)	Intersessional

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| 5 (a) | Report on contributions and expenditures in relation to the implementation of the Protocol's work programme for 2015–2017 (ECE/MP.PRTR/2017/9) | Category II |
| 5 (b) | Synthesis report on the status of implementation of the Protocol and overview of progress in implementing the strategic plan for 2015–2020 (ECE/MP.PRTR/2017/10) | Category II |
| | Report of the Compliance Committee on its fifth meeting (ECE/MP.PRTR/C.1/2017/2, forthcoming) | Intersessional |
| 5 (c) | Draft decision III/2 on the work programme for 2018–2021 for the Protocol on Pollutant Release and Transfer Registers (ECE/MP.PRTR/2017/13) | Category I |
| 5 (d) | Draft decision III/3 on financial arrangements under the Protocol on Pollutant Release and Transfer Registers (ECE/MP.PRTR/2017/11) | Category I |

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