The Aarhus Convention Reporting Mechanism

2021 Reporting Cycle - Practical Considerations

Aarhus Convention secretariat
2021 Reporting Cycle

Objective of the presentation

- To inform Parties and other stakeholders on practical considerations related to preparation and submission on National implementation reports (NIRs) for 2021 reporting cycle

- Key to remember:
  - **Recommended submission deadline**: 1 February 2021
  - **Formal deadline** for submitting the report: 21 April 2021 (*7th session of the Meeting of the Parties is planned to start on 18 October 2021*)
Presentation outline

• **What**
  – Content

• **Who**
  – Parties
  – Signatories and other stakeholders
  – Role of the secretariat

• **When**
  – NIRs preparation process and timeline

• **How**
  – Reporting format
  – NIRs submission process
What

Parties are requested to submit report on:

- The legislative, regulatory or other measures taken to implement the provisions of the Convention
- Their practical implementation
Key tips on the content

- Provide adequate and clear answers to the questions
- Clearly identify new information (new laws, official interpretation, guidance to the public)
- Address all questions but focus on areas of difficulty
- Avoid just listing instruments, but more information on official interpretation
- More information on the practice (practical measures, administrative circulars and institutional arrangements, capacity building, budgetary allocations)
- Be user friendly for the reader
- Avoid cross-referencing
What

Key tips on the content

➢ Follow the format in ENG  FRE  RUS, see annex to Decision IV/4, available from: http://www.unece.org/env/pp/reports.html

What

Parties & stakeholders

• Only Parties are required to submit the report
• Signatories, other States and stakeholders are welcomed to submit it

Parties to the Convention
• required
• no special status for recent Parties

Signatories and other States
• may report on measures taken, pending ratification and/or accession

International, regional, non-governmental organizations
• may report on their lessons learnt, programmes or activities providing support to Parties/States in the implementation
Who

Role of the secretariat

- Role of secretariat is two-fold:
  - to collect reports
  - to prepare a synthesis report

Collects the NIRs, ensures publication online, as received, for availability to MOP

Prepares a synthesis report for MOP
- summarizing the progress made
- identifying significant trends, challenges and solutions
When

NIRs preparation process

- We recommend to prepare NIRs in five steps and envisage enough time for each step

1. Consultation on the content
   - 3 months

2. First draft of the NIR
   - 2 months

3. Consultation on first draft
   - 1-2 months

4. Final report preparation
   - 2 months

5. NIR submission deadline
   - 180 days before MOP

Comments received to be incorporated in the final report

Vital to receive on time for the preparation of synthesis report

Recommended submission deadline: 1 February 2021
When

NIRs preparation timeline

- By August most Parties should have their first draft of the NIR prepared

<table>
<thead>
<tr>
<th>Step</th>
<th>Timeline</th>
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<tbody>
<tr>
<td>1</td>
<td>Consultation on the content (May - Jul)</td>
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<tr>
<td>2</td>
<td>First draft of the NIRs (Aug - Sep)</td>
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<tr>
<td>3</td>
<td>Consultation on first draft (Sep - Oct)</td>
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<tr>
<td>4</td>
<td>Final report preparation (Oct - Jan)</td>
</tr>
<tr>
<td>5</td>
<td>NIR submission (Feb)</td>
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1-3 July WGP-24

1 Feb 2021 Recommended deadline
How

The reporting format

• In accordance with the format set out in the annex to decision IV/4
• In form of a questionnaire
  – Each article dealt with through a separate set of questions
• Limit of 13,000 words
  – including the section headings drawn from the reporting format
  – enables to allocate a proportionate level of detail to each item
How

The reporting format

- There are some differences on how recent Parties should go about preparing a report compared to older Parties:

- **First time?**
  - Follow the 2011 revised format (decision IV/4)

- **Second, third or fourth time?**
  - Use the submitted previous report and work with track changes to enable recording of changes + upload online the clean version
How

Key Steps prior to Submission

• Prepare the **final clean report in one or more official UNECE languages** (English, French or Russian), as well as **in the language(s) of the Party**

• **Provide voluntary translations** in the other two UNECE languages

• **Ensure signing of the final clean version of the report** in one of the official UNECE languages, as appropriate, by the responsible officer

• **Prepare the report in track changes** (compare to their 2017 reports) in one of the official UNECE languages, as appropriate

• **Subscribe to the NIR online reporting tool** using “sign in” button as to get the necessary credentials from the secretariat:  https://aarhusclearinghouse.unece.org/national-reports/user/register
How

Submission process

Submit reports **electronically** through the **NIR online reporting tool**: https://aarhusclearinghouse.unece.org/national-reports/reports

- **Log in to the NIR online reporting tool** using your credentials as to access template for uploading national implementation report: https://aarhusclearinghouse.unece.org/user/login

- **Copy the final report in the official language(s) of the UNECE** (ENG, FRE, RUS) to the online template.

- Upload as attachments electronic copies of:
  - **the signed final clean report** in the official UNECE languages(s) (ENG, FRE, RUS)
  - **report in track changes** (compare to their 2017 reports) in the official UNECE language(s)
  - **final clean report in the language(s) of the Party**

*Detailed guidelines for the NIR online tool will be made available in due course*
For reporting matters, please consult:
https://www.unece.org/env/pp/reports.html
or contact the secretariat at:
aarhus.survey@un.org