

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

Working Group of the Parties

Thirteenth meeting

Geneva, 9–11 February 2011

Item 6 (b) of the provisional agenda

Programme of work and operation of the Convention: work programme for 2012-2014

Draft decision on the work programme for 2012-2014¹

Approved, as revised at the meeting

Summary

This document contains a proposed draft decision on the work programme for 2012–2014. The Working Group of the Parties, at its thirteenth meeting (Geneva, 9–11 February 2011) agreed to consider, at its next meeting, a proposal by the European Union on the prioritisation of activities, to be reflected in the Annex I to the draft decision, which is included in square brackets. The Working Group approved, as revised, the current draft decision and forwarded it for consideration by the fourteenth meeting of the Working Group (Chisinau, 27–28 June 2011) and by the Meeting of the Parties to the Convention at its fourth session (Chisinau, 29 June – 1 July 2011).

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¹ This document was not formally edited.

The Meeting of the Parties,

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

Having regard to the Strategic Plan of the Convention on Access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters adopted through decision III/8, and to the scheme of financial arrangements adopted through decision IV/...,

1. *Adopts* the work programme for 2012–2014 as set out in Annex I to this decision, containing the estimated costs of each decision adopted by the Meeting of the Parties to the Convention at its fourth session;²

2. *Agrees upon* the indicative allocation of resources and the resulting estimated costs set out in Annexes I and 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 ... of decision IV/... on financial arrangements;

3. *Encourages Parties* to endeavour to ensure that the funding of the activities of the work programme remains stable throughout the period 2012–2014;

4. *Also encourages Parties*, in so far as possible and subject to the internal budgetary procedures of the Parties, to contribute to the Convention's trust fund for a given calendar year by the end of the preceding year, so as to secure staff costs for the smooth functioning of the secretariat, as a priority, and the timely and effective implementation of the priority activities of the work programme for 2012–2014;

5. *Reiterates* its commitment to implementing the Almaty guidelines on promoting the principles of the Convention in international forums, through all activities of the work programme, as relevant;

6. *Decides* to give general priority³ to issues related to compliance and implementation, including capacity-building;

7. *Also decides* to give particular priority to the following substantive issues:

- (a) Access to justice;
- (b) Public participation;
- (c) Access to information;

8. *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;

² The present draft decision on the work programme for 2012-2014 will be kept under review and amended in accordance with the agreed revisions of the respective decisions.

³ The primary function of the prioritization indicated in paragraphs 6 and 7, apart from explaining and reflecting the proposed allocation of resources in the annexes, is to provide guidance in situations 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 annexes, the resources can simply be applied as indicated therein, i.e. there is no need for any further exercise of prioritization.

9. *Requests* the secretariat, taking into consideration the results of the implementation of the Strategic Plan 2009-2014 and the Work Programme 2012-2014, to prepare a draft work programme for the intersessional period following the fifth session of the Meeting of the Parties, including a detailed breakdown of estimated costs, for consideration and further elaboration by the Bureau and the Working Group of the Parties at the latest three months before the fifth session of the Meeting of the Parties, with a view to possible adoption at that meeting;

10. *Further requests* the secretariat to ensure that an estimated costing for each draft decision finalized by the Working Group of the Parties during the intersessional period is properly reflected in the draft work programme for 2015–2017, in due time for the preparation of the fifth session of the 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.

[Annex I

Work programme for 2012–2014

<i>Activity</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal US\$</i>	<i>Relevant focal area/objectives/activities of the Strategic Plan 2009–2014</i>
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, continue contributing to database of cases and service the Committee.	244 750	General: I.1, 2, 3, 5, 6, 13, 16; III.1 Specific: I.14
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 under other substantive work areas; capacity-building activities at national level are expected to be funded by partners.	60 083	General: I.1, 2, 3, 5, 6, 13, 16; III.1 Specific: I.7, 9–13; III.5, 6

<i>Activity</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal US\$</i>	<i>Relevant focal area/objectives/activities of the Strategic Plan 2009–2014</i>
III. Awareness-raising and promotion of the Convention, including through the communication strategy and promotion of the principles of the Convention in international forums	Raise public awareness of the Convention throughout the United Nations Economic Commission for Europe (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. Activities should be carried out in synergy with the relevant activities of the work programme of the Protocol on Pollutant Release and Transfer Registers.	Secretariat Bureau of the Meeting of the Parties Working Group of the Parties	Participation in key regional and international events and processes; use of bilateral, regional and international cooperation arrangements to raise interest in the Convention, e.g., the European Neighbourhood policy; support to relevant events organized by others; missions to countries organized at the request of host Governments; implementation of a communication strategy; website management; preparation of leaflets, publications, news bulletins, articles and other materials, including a promotion package on the Convention in six United Nations languages.	123 833	General: I.1, 2, 3, 5, 6, 13, 16; III.1 Specific: I.4, 13; II.1, 4, 5
IV. Access to Information	Widening the range of information made available to the public, including product information; exchange of information and good practices, including on the accessibility of environmental information held by the private sector; implementation of recommendations on the use of electronic information tools; policy and guidance for the Aarhus Clearinghouse; monitor technical developments in information and communication technology (ICT).	Task Force on Access to Information Secretariat, enlisting technical support as necessary	Task Force meetings back to back with regional workshops dedicated to the issue of product information and accessibility of environmental information held by the private sector; trainings on online reporting systems; participation in other relevant regional initiatives as appropriate; pilot projects and capacity-building activities at subregional and national level are expected to be funded by partners. Central management of the Aarhus Clearinghouse; provision of advice to and coordination of national and information nodes of the clearinghouse mechanism; information sharing and promotion of electronic tools through	124 083	General: I.1, 2, 3, 5, 6, 13, 16; III.1 Specific: I.4, 7, 8, 9; III.2, 5

<i>Activity</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal US\$</i>	<i>Relevant focal area/objectives/activities of the Strategic Plan 2009–2014</i>
	Use the Aarhus Clearinghouse 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.		maintaining online databases for jurisprudence and national implementation reports, and through making available online case studies on (a) public participation at the national level; (b) public participation in international forums; and (c) developing an interactive online version of the updated Implementation Guide.		
V. Public participation	Coordinate information-sharing, including through the collection of case studies on implementation of articles 6, 7 and 8 of the Convention; identify common difficulties in implementation and the main obstacles to effective public participation at the regional, subregional and national levels with respect to improving implementation of the Convention's provisions on public participation in decision-making; prepare draft recommendations on improving implementation, including with a focus on thematic areas.	Task Force on Public Participation in Decision-making Secretariat	Task Force meetings; workshops; collection of case studies and information on obstacles to implementation through the above mechanisms; commissioning of studies as appropriate; preparation of recommendations. 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; the Protocol on Water and Health to the Convention on the Protection and Use of Transboundary Watercourses and International Lakes; and the <i>Association Nationale des Commissions Locales d'Information des activités nucléaires</i> (ANCLI).	105 500	General: I.1, 2, 3, 5, 6, 13, 16; III.1 Specific: I.4, 9, 12, 15; III.3, 4, 5, 7

<i>Activity</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal US\$</i>	<i>Relevant focal area/objectives/activities of the Strategic Plan 2009–2014</i>
VI. Access to justice	Implementation of recommendations adopted at the second and third sessions of the 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 Secretariat, enlisting expert support as necessary	Task Force meetings; subregional capacity-building workshop, using the materials produced by the Task Force; strengthen cooperation with existing networks of judges and other legal professionals; development of analytical and training materials; case-study collection and examination.	137 334	General: I.1, 2, 3, 5, 6, 13, 16; III.1 Specific: I.4, 10, 11; III.6
VII. Genetically modified organisms (GMOs)	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 Aarhus Clearinghouse to facilitate exchange of information on good practices; expert workshop; cooperation with the relevant bodies under the Cartagena Protocol on Biosafety.	43 584	General: I.1, 2, 3, 5, 6, 13, 16; III.1 Specific: II.3

<i>Activity</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal US\$</i>	<i>Relevant focal area/objectives/activities of the Strategic Plan 2009–2014</i>
VIII. Promotion of the Almaty Guidelines and other interlinkages with relevant international bodies and processes	Further the application of the principles of the Convention throughout all activities under the Convention, as appropriate, and in the context of the work 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 Bureau of the Meeting of the Parties Working Group of the Parties	Meetings of the Working Group of the Parties to oversee progress in promoting the application of the principles of the Convention in international forums and to address challenges encountered in the implementation of article 3, paragraph 7 of the Convention; participation in relevant international forums; joint activities with other treaties and multilateral processes.	30 250	General: I.1, 2, 3, 5, 6, 13, 16; III.1 Specific: II.6, 7; III.7
IX. Coordination and oversight of intersessional activities	Coordination and oversight of the activities under the Convention. Preparation of substantive documents for the fifth session of the Meeting of the Parties (e.g. drafting the future work programme and Strategic Plan 2015–2020, reviewing the implementation of the work programme for 2012–2014 and the Strategic Plan 2009–2014, results of in-depth evaluation of current functioning of the Convention).	Working Group of the Parties Bureau of the Meeting of the Parties	Working Group meetings, meetings of the Bureau and consultations among Bureau members electronically.	40 000	Focal areas I–III
X. Fifth ordinary session of the Meeting of the Parties	See article 10 of the Convention.	Meeting of the Parties	Meetings of the Parties.	152 916	Focal areas I–III

<i>Activity</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal US\$</i>	<i>Relevant focal area/ objectives/activities of the Strategic Plan 2009–2014</i>
XI. Reporting mechanism	Production of national implementation reports and synthesis report.	Secretariat, enlisting expert and administrative support as necessary Compliance Committee	Preparation and processing of national implementation reports. Analysis of reports and preparation of synthesis report. Adjustment of guidance on reporting requirements as needed.	43 333	Focal area I
XII. Horizontal support areas	Overall support that covers multiple substantive areas of the work programme.	Secretariat	Secretarial support, staff training, equipment.	129 000	Focal areas I-III
Total				1 234 666	
Programme support costs (13%)				160 507	
Grand total				1 395 173	

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Annex II

Estimated costs of the activities proposed in the work programme for 2012–2014 to be covered from sources other than the United Nations regular budget^(a)

Activity	Description	Estimated costs in US\$ per year ^(b)				Notes
		2012	2013	2014	2012–2014, average per year	
<i>I. Compliance mechanism</i>						
Staff time	Professional support, two P-3 staff: one at 65 and one at 20 per cent of full-time capacity	114 750	114 750	114 750	114 750	^(c)
Travel, daily subsistence allowance (DSA) (Experts/participants)	Committee members, other participants (four meetings of Compliance Committee per year)	70 000	70 000	70 000	70 000	
Travel, DSA (Staff)	Expert missions	10 000	10 000	10 000	10 000	
Subcontracts	Consultancy (translation outside United Nations, expert advice)	50 000	50 000	50 000	50 000	
Subtotal		244 750	244 750	244 750	244 750	
<i>II. Capacity-building activities</i>						
Staff time	Professional support, two P-3 staff, one at 15 and one at 10 per cent of full-time capacity	33 750	33 750	33 750	33 750	^(c)
Travel, DSA (Experts/participants)	Eligible participants (annual meeting of capacity-building partners)	5 000	5 000	5 000	5 000	
Travel, DSA (Staff)	Workshops, seminars, trainings	8 000	8 000	8 000	8 000	
Subcontracts	Consultancy (capacity-building activities, materials, studies)	10 000	20 000	10 000	13 333	
Subtotal		56 750	66 750	56 750	60 083	
<i>III. Awareness-raising and promotion of the Convention</i>						
Staff time	Professional support, three P-3 staff: one at 20 and two at 5 per cent of full-time capacity	40 500	40 500	40 500	40 500	^(c)
Travel, DSA (Experts)	Participation in events and country missions to promote the Convention	25 000	25 000	25 000	25 000	

Activity	Description	Estimated costs in US\$ per year ^(b)				Notes
		2012	2013	2014	2012–2014, average per year	
Travel, DSA (Staff)	Travel, DSA for participation at relevant events where no other funding is available	25 000	25 000	25 000	25 000	
Subcontracts	Consultancy (publications, promotion materials)	50 000	25 000	25 000	33 333 ^(e)	
Subtotal		140 500	115 500	115 500	123 833	
<i>IV. Access to information</i>						
Staff time	Professional support: one P–3 staff at 45 per cent of full-time capacity	60 750	60 750	60 750	60 750 ^(c)	
Travel, DSA (Experts/Participants)	Eligible participants (two events: Task Force meetings back to back with regional workshops)	25 000	25 000	5 000	18 333	
Travel, DSA (Staff)	Travel, DSA	5 000	5 000	5 000	5 000	
Subcontracts	Consultancy (technical assistance for maintenance and upgrading; training of national experts; collection and examination of electronic information tools case studies; populating jurisprudence database; national implementation reports; public participation and public participation in international forums databases)	40 000	40 000	40 000	40 000	
Subtotal		130 750	130 750	110 750	124 083	
<i>V. Public Participation</i>						
Staff time	Professional support: one P–3 at 30 per cent of full-time capacity	40 500	40 500	40 500	40 500 ^(c)	
Travel, DSA (Experts/Participants)	Eligible participants (three events: Task Force meetings back to back with thematic workshops)	35 000	35 000	35 000	35 000	
Travel, DSA (Staff)	Travel, DSA	5 000	5 000	5 000	5 000	
Subcontracts	Consultancy (preparation of background materials, collection and examination of case studies)	35 000	25 000	15 000	25 000	
Subtotal		115 500	105 500	95 500	105 500	

Activity	Description	Estimated costs in US\$ per year ^(b)				Notes
		2012	2013	2014	2012–2014, average per year	
<i>VI. Access to Justice</i>						
Staff time	Professional support, two P–3 staff: one at 25 per cent and one at 15 per cent of full-time capacity	54 000	54 000	54 000	54 000	^(c)
Travel, DSA (Experts/Participants)	Eligible participants (three events: Task Force meetings and subregional capacity-building workshop)	35 000	50 000	35 000	40 000	
Travel, DSA (Staff)	Expert missions	5 000	10 000	5 000	6 667	
Subcontracts	Consultancy (ongoing collection and examination of case studies)	30 000	50 000	30 000	36 667	
Subtotal		124 000	164 000	124 000	137 334	
<i>VII. Genetically modified organisms (GMOs)</i>						
Staff time	Professional support: one P–3 at 15 per cent of full-time capacity	20 250	20 250	20 250	20 250	^(c)
Travel, DSA (Experts/Participants)	Eligible participants (Workshop)	0	35 000	0	11 667	
Travel, DSA (Staff)	Travel, DSA	5 000	5 000	5 000	5 000	
Subcontracts	Consultancy (expert studies)	5 000	10 000	5 000	6 667	
Subtotal		30 250	70 250	30 250	43 584	
<i>VIII. Promotion of Almaty guidelines and other interlinkages with relevant international bodies and processes</i>						
Staff time	Professional support: one P–3 at 15 per cent of full-time capacity	20 250	20 250	20 250	20 250	^(c)
Subcontracts	Consultancy (expert studies)	10 000	10 000	10 000	10 000	
Subtotal		30 250	30 250	30 250	30 250	

Activity	Description	Estimated costs in US\$ per year ^(b)				Notes
		2012	2013	2014	2012–2014, average per year	
<i>IX. Coordination and oversight of intersessional activities</i>						
Travel, DSA (Experts/Participants)	Eligible participants (Meetings of Working Group of the Parties, Bureau meetings)	40 000	40 000	40 000	40 000	
Subtotal		40 000	40 000	40 000	40 000	
<i>X. Fifth ordinary session of the Meeting of the Parties</i>						
Staff time	Professional support, four P-3: one at 60 and three at 5 per cent of full-time capacity	101 250	101 250	101 250	101 250	^(c)
Travel, DSA (Experts/Participants)	Eligible participants (fifth session of the Meeting of the Parties)	0	0	130 000	43 333	
Travel, DSA (Staff)	Travel, DSA for fifth session of the Meeting of the Parties	0	0	25 000	8 333	
Subtotal		101 250	101 250	256 250	152 916	
<i>XI. Reporting mechanism [sum may increase subject to decision on national implementation reports]</i> ^(f)						
Subcontracts	Consultancy (advice, processing of National Reports, Synthesis Report)	0	35 000	35 000	23 333	
Secretarial Support (G-5)	Assist processing of reports	0	20 000	40 000	20 000	^(g)
Subtotal		0	55 000	75 000	43 333	
<i>XII. Horizontal Support Areas</i>						
Technical support costs	Computers, equipment, external printing	6 000	6 000	6 000	6 000	
Secretarial support (G-5)	General support	120 000	120 000	120 000	120 000	^(h)
Training of staff	Various training activities to enhance staff skills	3 000	3 000	3 000	3 000	
Subtotal		129 000	129 000	129 000	129 000	

Activity	Description	Estimated costs in US\$ per year ^(b)				Notes
		2012	2013	2014	2012–2014, average per year	
Total		1 143 000	1 253 000	1 308 000	1 234 666	
Programme support costs (13%)		148 590	162 890	170 040	160 507	
Grand total		1 291 590	1 415 890	1 478 040	1 395 173	

^(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. 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 annual salary costs of staff hired at the indicated level.

^(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) This sum does not include costs for external editing and translation of national implementation reports, which may vary from an estimated \$50,000 to \$150,000. The secretariat will be able to estimate these costs more precisely during the period 2013–2014.

^(g) This G–5 staff member will also support administrative preparations for the fifth session of the Meeting of the Parties.

^(h) The extrabudgetary secretarial support needs are estimated at 50 per cent secretarial support at the G–5 level throughout the triennium, with a cost estimate of \$60,000 per year subject to applicable United Nations human resource regulations. In the event that currently available staff funded by the 13 per cent programme support costs will be discontinued, the secretarial support at the G–5 level will need to be increased to 100 per cent throughout the triennium.

Annex III

Overview of extrabudgetary staff needs to be covered from the Aarhus Convention trust fund⁴

The following estimation of staff needs for the period 2012–2014 is based on lessons learned during the implementation of the work programme for 2009–2011, in which fewer extrabudgetary staff were projected than in the present document. During the period 2009–2011 the secretariat was faced with the need to increase staff resources so as to effectively implement the work programme. In order to prevent additional staff being hired on an ad hoc basis, the following estimation aims to provide an overview of staff needs that reflects the reality of the requirements for implementation of the work programme as closely as possible. The information below is also shown in table format on the following page, for ease of reference.

(a) 1 P–3 Legal Affairs Officer⁵

Responsible for the Aarhus Convention Compliance Committee (65);⁶ work on access to justice (25); awareness-raising and promotion (5); and support to the main bodies under the Convention and expert legal support to the secretariat (5).

(b) 1 P–3 Communications and Outreach Officer⁷

Responsible for electronic information tools, the Aarhus Clearinghouse and Web content management (45); awareness-raising, outreach and promotion of the Convention and the Protocol on Pollutant Release and Transfer Registers (PRTRs), and media relations (20)⁸ and promotion of Almaty guidelines and other interlinkages with relevant international bodies and processes (15); coordination of capacity-building activities (15); and support to the main bodies under the Convention (5).

⁴ The secretariat is currently serviced by three staff members funded through the United Nations regular budget: one at the P–4 level, one at the P–2 level and one at 50 per cent at the G–5 level. One G–3 Programme Assistant is financed through the 13 per cent of programme support costs. Extension of the latter contract is subject to availability of the required amount from the programme support costs in the Convention's trust fund.

⁵ This post is currently held by a P–3 Legal Affairs officer responsible for, inter alia, the Aarhus Convention Compliance Committee, work on access to justice and expert legal support to the secretariat.

⁶ Figures contained in parentheses in this annex refer to percentage of work time for each staff member, as compared with 100 per cent capacity for a full-time post.

⁷ This post is currently held by a P–3 Environmental Information Management Officer, who performs tasks for both the Convention and the Protocol on PRTRs, and is responsible for, inter alia, the Meeting of the Parties to the Protocol on PRTRs, the PRTR Compliance Committee, the PRTR Bureau and Working Group of the Parties, PRTR.net, the Aarhus Clearinghouse; electronic information tools, awareness-raising and promotion of the Convention and the Protocol.

⁸ Staff time estimated for outreach is based on the current level of outreach activities; if this level is increased there will be a need to allocate more staff resources to this area.

(c) 1 P-3 Environmental Affairs Officer⁹

Responsible for work on public participation in decision-making (30); genetically modified organisms (15); providing support to the Compliance Committee (20); the main bodies under the Convention (5); and providing support to activities related to access to justice (15), capacity-building (10) and awareness-raising (5).

(d) 1 P-3 Environmental Affairs Officer

One additional P-3 staff may need to be hired full time for eight months in the year of the fifth session of the Meeting of the Parties (2014) to support organization of the session, including coordination with the host country regarding logistics and finance, overseeing nominations/participation and credentials, as well as support in the preparation of meeting documentation.

(e) 1 G-5 Programme Assistant

Responsible for processing documents and horizontal administrative support, including for the Working Group of the Parties, the Meeting of the Parties, the Bureau of the Compliance Committee, contacts with National Focal Points, national reporting, public participation including in international forums, access to justice, electronic information tools and capacity-building.

⁹ This post is currently held by a P-3 Environmental Affairs Officer, responsible for, inter alia, work on public participation in international forums; genetically modified organisms; the Aarhus Convention Implementation Guide; outreach and capacity-building; and support to Compliance Committee. The current tasks will be redistributed between (b) and (c).

Table of estimated extrabudgetary staff needs for 2012–2014

(Figures in the table refer to percentage of work time for each staff member, as compared with 100 per cent for a full-time post)

<i>Post</i>	<i>Work area</i>							
	<i>Access to Justice</i>	<i>Awareness-raising and promotion, including promotion of Almaty guidelines and other interlinkages with relevant international bodies and processes</i>	<i>Capacity-building</i>	<i>Compliance Committee</i>	<i>Genetically modified organisms</i>	<i>Access to information including electronic information tools Aarhus Clearinghouse and web management</i>	<i>Public participation in decision-making</i>	<i>Working Group of the Parties, Meeting of the Parties, Bureau and general tasks</i>
(a) P-3 full time	25	5		65				5
(b) P-3 full time		35	15			45		5
(c) P-3 full time	15	5	10	20	15		30	5
(d) P-3 at 60%								60
(e) G-5 full time	10	10	10	10	10	10	10	30