1. Attendance

*Bureau members:* Mr. Michel Amand (Belgium, Chair), Mr. Lars Petter Bingham (Norway, Vice-Chair), Mr. Nicholas Obe (United Kingdom, Vice-Chair), Mr. Jan Maršák (Czech Republic), Ms. Carmen Canales (Spain) supported by Mr. Íñigo de Vicente-Mingarro (Spain) and Ms Manuela Musella (European Union).

*Apology:* Ms. Tina Skårman (Sweden).

*Representative of the host country:* Mr. Alfonso Pino Maeso, Deputy Director General for International Relations, Ministry of Agriculture, Food and Environment of Spain.

*Observers:* Ms. Mara Silina (European ECO-Forum for Mary Taylor).

2. Opening and adoption of agenda

Mr. Alfonso Pino Maeso, Deputy Director General for International Relations welcomed the members of and observers to the Bureau of the Meeting of the Parties to the Protocol on Pollutant Release and Transfer Registers, on behalf of the Ministry of Agriculture, Food and Environment of Spain, which had the honour to host this meeting in Madrid.

The Chair of the Bureau outlined the agenda for the meeting. The Bureau adopted the agenda.

3. Status of ratification of the Protocol

The secretariat informed that as of 1 July 2013 there were 32 Parties and that information on the status of ratifications is available from http://www.unece.org/env/pp/ratification.html. It also informed that the Republic of Moldova completed its national procedures regarding the Protocol’s ratification and it plans to join the Protocol soon.

4. Designation of national focal points

The secretariat reported on the designation of national focal points (NFPs). The Bureau requested the secretariat to send a reminder to countries without an official NFP nomination regarding designation of NFPs. The updated list of NFPs is to be distributed before the third meeting of the Working Group of the Parties to take place on 20-21 November 2013.

5. Promotion and capacity building

(a) Promoting synergies between ECE MEAs and other partners
The Chair informed about the outcomes of the latest informal meeting of the representatives of governing bodies of the UNECE multilateral environmental agreements (MEAs), held on 27 February 2013.

The Bureau welcomed promotion of synergies among MEAs and supported continuation of the process. To this end, it agreed that the outcomes of the meetings should be reported at the upcoming meeting of the Working Group of the Parties and requested the secretariat to share the Protocol’s draft work programme with the governing bodies of other MEAs through their respective secretariats. It also requested the secretariat to explore an opportunity for organising a workshop for Central Asia jointly with the Convention on Long-range Transboundary Air Pollution in the next intercessional period. The Bureau underlined that the event should be also linked to activities related to the promotion of the Shared Environmental Information System (SEIS) in the subregion.

(b) Subregional workshop for South East Europe

The Chair informed the Bureau about the outcomes of the subregional workshop “Get Your Right to a Healthy Community” which promoted ratification and implementation of the PRTR Protocol in South East Europe and Israel. The workshop was jointly organized by the ECE and the OSCE and took place in Sarajevo on 28 and 29 May 2013.

(c) Provision of technical assistance

The Bureau considered the revised proposal on activities for the promotion of the Protocol on PRTRs in countries in Eastern Europe, the Caucasus and Central Asia submitted by Belarus and Armenia. The Bureau concluded that the proposal has been improved. At the same time, the Bureau highlighted that the suggested activities are of general nature and it is unclear how would they lead to establishing national PRTRs, which should be the ultimate aim of the proposal. In addition, the Bureau noted that the suggested activities fit very well to the work area “technical assistance” of the current and the suggested future work programmes under the Protocol. Therefore, there is no need for any specific decision in this regard. Furthermore, several partner organisations, such as for example the United Nations Institute for Training and Research (UNITAR) and the European Environment Agency, are already offering support to some of the mentioned activities such as, for example, provision of the software free of charge, webinars, exchange of expertise.

The Bureau suggested that if Belarus and Armenia are willing to bring the proposal for consideration by the Working Group of the Parties at its next meeting (20-21 November 2013), they may wish to revise it addressing the follows: (a) introduce a section summarizing needs which are common for all countries in Eastern Europe Caucasus and Central Asia and (b) summarize what is already available in and what is specifically required by each country in order to establish its PRTR system.

(d) Communication strategy, electronic tools and publications

The secretariat reported on preparation of publications and use of electronic tools. It also informed on the outcomes of a survey on the implementation of the Communication Strategy.

(e) Global promotion of the Protocol

2 Communication Strategy (ECE/MP.PP/2011/2/Add.2)
(i) **Joint global round table on PRTRs under the auspices of OECD and UNECE, in cooperation with UNITAR**

The Bureau commented, revised and approved the provisional programme of the joint global round table on PRTRs to be organised under the auspices of the Organization for Economic Cooperation and Development and UNECE in cooperation with UNITAR in Geneva on 19 November 2013.

(ii) **Promotion of the Protocol in other regions**

The Bureau discussed the promotion of the Protocol in other regions. With respect to Latin America, Spain informed about the status of PRTR developments in countries involved in UNITAR’s project on POPs monitoring, reporting and information dissemination using PRTRs.

The secretariat reported on its recent meeting with a member of an expert task force established under the framework of the China Council for International Cooperation on Environment and Development (http://www.cciced.net/encciced/), who expressed his interest in the Protocol.

The Chair informed about main outcomes of the negotiations on the legally binding instrument on mercury.

6. **Compliance mechanism and reporting mechanism**

The secretariat reported that there were no developments in the area of compliance. The secretariat will prepare an information note on the Compliance Committee election procedures for the upcoming meeting of the Working Group of the Parties. The secretariat also informed about the first meeting of the informal network of the chairs of the compliance and implementation bodies of the ECE MEAs, held on 25 March 2013.

The secretariat reported on the progress in developing an on-line reporting tool which is expected to be launched in autumn 2013.

7. **Implementation of the Protocol’s current work programme**

The Bureau considered the report on the progress in implementation of the Protocol’s current work programme prepared by the secretariat. It noted with concerns the shortage of contributions required for effective implementation of the work programme and requested the secretariat to send formal letters to the Parties concerned asking to provide financial support as soon as possible.

8. **Second session of the Meeting of the Parties**

The Bureau discussed the practical and substantive preparation of the second session of the Meeting of the Parties which will be held in Maastricht, Netherlands on 2-4 July 2014 back to back with the fifth session of the Meeting of the Parties to the Aarhus Convention.

(a) **Hosting and preparatory timeline**

The Bureau noted the information provided by the secretariat on the hosting and preparatory timeline for the second session of the Meeting of the Parties.
(b) Substantive preparations

(i) Organisation of work and agenda for MoPP-2, including a joint with the Convention MOP-5 high-level segment

The Bureau considered and approved draft agenda for MoPP-2 and mandated the secretariat to finalise it in order for it to be submitted to the Working Group of the Parties for approval.

The Bureau also discussed possible themes for the high-level segment and mandated the Chair to prepare the first draft declaration for the segment, in cooperation with the Chair of the Meeting of the parties to the Aarhus Convention.

(ii) Draft decision on the Strategic Plan

The Bureau considered and approved the draft decision on the Strategic Plan and mandated the secretariat to finalise it in order for it to be submitted to the Working Group of the Parties for approval.

(iii) Draft decision on reporting

The Bureau considered and approved the draft decision on reporting, and mandated the secretariat to finalise it in order for it to be submitted to the Working Group of the Parties.

(iv) Draft decision on the work programme 2015-2017

The Bureau considered and approved the draft decision on the work programme 2015-2017, and mandated the secretariat to finalise the document in consultation with the Chair in order for it to be submitted to the Working Group of the Parties.

(v) Draft decision on financial arrangements

The Bureau considered and approved the draft decision on financial arrangements and mandated the secretariat to finalise the document in consultation with the Chair in order for it to be submitted to the Working Group of the Parties for approval.

9. Agenda of the third meeting of the Working Group of the Parties

The Bureau considered and approved the agenda and mandated the secretariat to finalise it in consultation with the Chair in order for it to be submitted to the third meeting of the Working Group of the Parties (20-21 November 2013) for adoption.

10. Calendar of meetings

The Bureau noted that the next Bureau meeting will take place back-to-back with the meeting of the Working Group of the Parties in November 2013.

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