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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

Twentieth meeting

Geneva, 15–17 June 2016

Item 8 (a) of the provisional agenda

**Preparations for the sixth session of the Meeting of the
Parties: future work programme**

Draft elements of the work programme for 2018–2021

Prepared by the Bureau

Summary

At its fifth session (Maastricht, the Netherlands, 30 June–1 July 2014), the Meeting of the Parties to the Convention on Access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters requested the secretariat to prepare a draft work programme for the intersessional period following the sixth 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 (ECE/MP.PP/2014/2/Add.1 and Corr.1, decision V/6, para. 9).¹ The Bureau, with the assistance of the secretariat, was also requested to provide an estimation of the operational costs needed for the effective functioning of the Convention, which should be clearly distinct from the cost of other activities subject to the availability of resources (*ibid.*, decision V/7, para. 10).¹

In accordance with those decisions, the present document, which was prepared by the Bureau with support from the secretariat, contains three tables: a draft work programme for 2018–2021 (annex I); an example of the possible distribution of different meetings

¹ Available from http://www.unece.org/env/pp/aarhus/mop5_docs.html#/.



under the Convention for the period 2018–2021 (annex II); and draft estimated costs of activities for the work areas listed in the work programme for 2018–2021 (annex III).

There will be opportunity for open-ended consultations among national focal points and stakeholders on the draft document prior to and after the twentieth meeting of the Working Group. The Bureau is expected to revise the draft document thereafter in the light of the comments received and to submit it to the Working Group for consideration and approval at its twenty-first meeting, with a view to its subsequent submission to the Meeting of the Parties for consideration at its sixth session.

Introduction

1. At its fifth session (Maastricht, the Netherlands, 30 June–1 July 2014), the Meeting of the Parties to the Convention on Access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters (Aarhus Convention) requested the secretariat to prepare a draft work programme for the intersessional period following the sixth 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 (ECE/MP.PP/2014/2/Add.1 and Corr.1, decision V/6, para. 9).² The Meeting of the Parties also requested the Bureau, with the assistance of the secretariat, to provide an estimation of the operational costs needed for the effective functioning of the Convention that was clearly distinct from the cost of other activities that were subject to the availability of resources (*ibid.*, decision V/7, para. 10).⁶

2. In accordance with those mandates, the present document presents a draft work programme for 2018–2021 (annex I), an example of the possible distribution of different meetings under the Convention for the period 2018–2021 (annex II) and draft estimated costs of activities for the work areas listed in the work programme for 2018–2021 (annex III). The document was prepared by the Bureau with the assistance of the secretariat on the basis of decision V/6, which sets out the costs of activities of the work areas proposed in the work programme for 2015–2017. The costs set out in annex III have been revised and redistributed between “operational” and “other” costs per each work area. Operational costs, as opposed to other costs, are the minimum funds needed to ensure the effective implementation of mandated activities in the different work areas in a balanced way. The same approach was used by the Parties to the Convention’s Protocol on Pollutant Release and Transfer Registers for the Protocol’s current work programme, which distinguishes between “core” costs and “additional” costs (see ECE/MP.PRTR/2014/4/Add.1, decision II/3, annex).³ The first draft document (see ECE/MP.PP/WG.1/2015/7)⁴ to suggest a distinction between “operational” and “other costs” was already submitted to the Working Group of the Parties to the Convention at its nineteenth meeting (Geneva, 17–19 June 2015).

3. The draft work programme and accompanying information was prepared on the basis of the information notes submitted by the Chairs of the task forces, of the Compliance Committee and of the thematic session on promoting the principles of the Convention in international forums. It also takes into account the proposal by the European Union and its member States to extend the intersessional period to four years, and to include a thematic discussion on different substantive issues at each meeting of the Working Group of the Parties. The outcomes of the work of the task forces and of the work area on genetically modified organisms (GMOs) will provide a basis for discussion at the thematic sessions. It is expected that the Working Group will focus its discussion on those issues (e.g., strategic, policy) that require particular attention of the Convention’s focal points. Furthermore, it is suggested that the Working Group, within its mandate of overseeing the progress in implementing the Convention’s work programmes,⁵ will be given opportunity at each of its

² Available from http://www.unece.org/env/pp/aarhus/mop5_docs.html#/.

³ Available from http://www.unece.org/prtrmopp2_docs.html#/.

⁴ Available from <http://www.unece.org/env/pp/aarhus/wgp19#/>.

⁵ See ECE/MP.PP/2/Add.15, decision I/14, paras. 1 and 2 (b) available from <http://www.unece.org/env/pp/mop1docum.statements.html#/>.

meetings to hear more detailed reports on the implementation of decisions on compliance matters adopted by the Meeting of the Parties.

4. Thanks to the diverse working structure under the Convention (i.e., three task forces on the three Convention pillars; the Compliance Committee with meetings taking place every three months; ongoing advisory support from the secretariat; and cooperation with numerous partners), it is expected that the prolongation of the intersessional period, combined with annual thematic policy discussions and a thorough review of the progress achieved in implementing the work area on compliance by the Working Group of the Parties, will not impact negatively on the work under the Convention. On the contrary, the extension of the intersessional period would allow both more time for the substantive preparation of meetings and increase the capacity of Parties to participate in the different meetings. On average, one meeting of a subsidiary body or capacity-building activity for the Convention will still take place every month.

Annex I

Draft work programme for 2018–2021

<i>Work area</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal (US\$)^a</i>
Substantive issues				
I. Access to information, including electronic information tools	<p>The work area will be implemented in accordance with decision VI/... on access to information. Substantive issues to be given particular priority include are:</p> <p>(d)a Effective protection of environmental whistle-blowers;</p> <p>(a) Public access to environmental information of particular types with a specific focus on:</p> <p>— (i) Access to environment related product information;</p> <p>— (ii) Access to information on emissions into the environment;</p> <p>— (iii) Access to information in environmental decision-making procedures;</p> <p>(e)b Further development and population of the Aarhus Clearinghouse for Environmental Democracy and PRTR.net, including the collection of national good practices.</p> <p>(b)c Active dissemination of environmental information with a focus on:</p> <p>(i) The update of the recommendations set out in decision II/3, taking into account the developments in the Shared Environmental Information System, geospatial information management, Earth observation data, e-Government, Open Government Data, linking the reuse of public sector information with a view to more effective use of electronic information tools to provide public access to environmental information; and other relevant initiatives across the region and recent technical developments;</p>	<p>Task Force on Access to Information</p> <p>Thematic session at meetings of the Working Group of the Parties</p> <p>Secretariat, enlisting technical support as necessary</p>	<p>Task Force meetings and workshops; survey(s); participation in other relevant regional initiatives, as appropriate, through development of sector-based partnership approaches; pilot projects and capacity-building activities at the subregional and national level, which are expected to be funded by partners.</p> <p>Central management of the Aarhus Clearinghouse and promotion through online social media; provision of advice to and coordination of national and information nodes of the clearinghouse mechanism; information sharing and promotion of electronic tools through maintaining online databases for jurisprudence and national implementation reports, and maintaining online case studies on (a) public participation at the national level and (b) public participation in international forums.</p>	

Work area	Objective and expected outcome	Lead country, body or organization	Method of work	Average annual subtotal (US\$) ^a
	<p>(ii) Active dissemination to the public of all necessary information in case of an imminent threat to human health and the environment;</p> <p>(iii) Use of modern technologies in assembling, exchanging and using environmental data and information by the public;</p> <p>(c) Application of restrictions on access to environmental information in accordance with the Convention;</p> <p><u>d) Public access to environmental information of particular types with a specific focus on:</u></p> <p><u>(i) Access to environment-related product information;</u></p> <p><u>(ii) Access to information on emissions into the environment;</u></p> <p><u>(iii) Access to information in environmental decision-making procedures;</u></p>			
II. Public participation	<p>The work area will be implemented in accordance with decision VI/... on public participation in decision-making. The focus will be on the main obstacles to effective public participation in decision-making within the scope of articles 6, 7 and 8 of the Convention, <u>including, to be considered in the following order where resources allow:</u></p> <p>(a) <u>Participation of vulnerable and marginalized groups including effective protection of environmental whistle blowers;</u></p> <p>(b) The aavailability of all relevant documents to the public;</p> <p>(c) Effective means of notification and sufficient time frames for public participation during the decision-making;</p> <p>(a) <u>Meaningful-Effective</u> and early public participation when all options are still open;</p>	<p>Task Force on Public Participation in Decision-making</p> <p>Thematic session at meetings of the Working Group of the Parties</p> <p>Secretariat, enlisting expert support as necessary</p>	<p>Task Force meetings; workshops; collection of case studies; exploring synergies and possibilities for cooperation with relevant bodies under other multilateral environmental agreements and partner organizations.</p> <p>Participation in other relevant regional initiatives as appropriate; pilot projects and capacity-building activities at the subregional and national levels, which are expected to be funded by partners.</p>	

<i>Work area</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal (US\$)^a</i>
	<p>(e) Ensuring <u>that</u> greater account is taken of the comments from the public in the final decision, as well as the provision of feedback on how the public's comments have been taken into account in the decisions.</p> <p>The future thematic focus will be on the subjects not tackled by the Task Force in the current 2015–2017 intersessional period: e.g., decision-making on the extractive sector; chemicals; emerging technologies (e.g., nanotechnology); and product-related decision-making. The Task Force will also continue to consider public participation in climate change-related decision-making and to monitor the use of the Maastricht Recommendations on Promoting Effective Public Participation in Decision-making in Environmental Matters.^b</p>			

<i>Work area</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal (US\$)^a</i>
III. Access to justice	<p>The work area will be implemented in accordance with decision VI/... on access to justice. The focus will be on the main barriers to effective access to justice within the scope of article 9, with special attention to to be considered in the following order where resources allow:</p> <p>(a) Access to justice in information cases (article 9, para. 1);</p> <p>(b) Acts or omissions that contravene permit requirements or laws relating to the environment (article 9, paras. 2 and 3);</p> <p>(c) Financial barriers to access to justice (e.g., developing guidelines on access to legal aid in environmental cases and on the establishment of financial assistance mechanisms);</p> <p>(d) Other possible subjects to be suggested by the Task Force at its ninth meeting in June 2016.</p> <p>The Task Force will continue to promote multi-stakeholder dialogues, e-justice initiatives, dissemination of information on access to review procedures and relevant case-law and the collection of relevant statistics.</p> <p>In addition, the Task Force will continue facilitating cooperation and networking of members of the judiciary, judicial institutions and other review bodies of countries from different subregions (e.g., Western, Eastern and South-Eastern Europe, the Caucasus and Central Asia).</p>	<p>Task Force on Access to Justice</p> <p>Thematic session at meetings of the Working Group of the Parties</p> <p>Secretariat, enlisting expert support as necessary</p>	<p>Task Force meetings, if feasible back to back with other relevant capacity-building events, to be organized in liaison with partner organizations active in access to justice, and through development of sector-based partnership approaches, where appropriate.</p> <p>Strengthen cooperation with existing networks of judges and other legal professionals, as well as other international forums, to exchange information and support capacity-building.</p> <p>Develop guidelines, analytical and training materials.</p> <p>Pilot projects and capacity-building activities at the subregional and national levels, which are expected to be funded by partners.</p>	
IV. Genetically modified organisms (GMOs)	<p>Support the implementation of decision II/1 on GMOs (GMO amendment) and relevant provisions of the Convention in this area, as well as the application of the Guidelines on Access to Information, Public Participation and Access to Justice with Respect to Genetically Modified Organisms (MP.PP/2003/3), inter alia, by promoting exchange of information on common difficulties in and the main obstacles to their implementation, as well as good practices to address them.</p>	<p>Secretariat, in close cooperation with other stakeholders</p> <p>Thematic session at meetings of the Working Group of the Parties</p>	<p>Workshop(s); survey(s); advisory support to, and cooperation with, relevant bodies under the Cartagena Protocol on Biosafety to the Convention on Biological Diversity; advisory support to countries upon request; and use of the Aarhus Clearinghouse and Aarhus Good Practice database to facilitate exchange of information on good practices.</p>	

<i>Work area</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal (US\$)^a</i>
Procedures and mechanisms				
V. Compliance mechanism	Monitor and facilitate the implementation of and compliance with the Convention. Increase support to individual Parties in following up on decisions on compliance.	Compliance Committee Secretariat	Compliance Committee to review submissions, referrals and communications on cases of possible non-compliance, prepare decisions and reports and undertake fact-finding missions. Compliance Committee to explore possible synergies with other relevant forums. Secretariat to publicize the mechanism, manage the Committee's web page and develop a database of the Compliance Committee's findings.	
VI. Capacity-building	Coordination of capacity-building activities to assist countries in the effective implementation of the Convention; implementation of capacity-building measures at the regional and subregional levels.	Secretariat, in close cooperation with other relevant stakeholders	Inter-agency coordination meetings; maintaining the Convention's web pages with information on capacity-building activities; use of the Aarhus Clearinghouse and the Aarhus Good Practice database to facilitate exchange of information on good practices; training workshops and technical assistance, mostly separately funded under other substantive work areas; capacity-building activities at the national and subregional levels, which are expected to be funded by partners.	
VII. Reporting mechanism	Production of national implementation reports and a 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 a synthesis report. Use of National Implementation Reports in the Compliance Committee and as a basis for identifying relevant topics to be discussed in Taskforce meetings.	

<i>Work area</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal (US\$)^a</i>
Awareness-raising and promotion				
VIII. Awareness-raising and promotion of the Convention, including through:	The work will focus on: (a) Raising public awareness of the Convention throughout the United Nations Economic Commission for Europe (ECE) region and beyond;	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; feed into international processes that closely relate to the Convention, including the special procedures under the United Nations Human Rights Council (depending on the mandate), the United Nations Environment Programme, the international financial institutions and other relevant international forums.	
VIII.1. Communication Strategy	(b) Increasing the number of Parties to the Convention;			
VIII.2. Promotion of the principles of the Convention in international forums	(c) Supporting 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. The work area VIII.2 will be implemented in accordance with decision VI/...on promotion of the Convention's principles in international forums <u>with a focus on the international forums on Climate change, Trade and Biosafety and on monitoring the progress in cooperation with IFIs, UNEP and UNEA [as well as on the promotion of the principles of the Convention in the international forums regarding the forests sector].</u>		Expert assistance to regional and global initiatives on Principle 10 of the Rio Declaration; support to relevant events organized by others; missions and assistance to countries organized at the request of host Governments, with a focus on States that have expressed formal interest in becoming Parties to the Convention.	
VIII.3. Support to non-ECE States to accede to the Convention				
VIII.4. Support to regional and global initiatives on Principle 10 of the Rio Declaration			Implementation of the Communication Strategy; website management; preparation of leaflets, publications, news bulletins, articles and other information materials.	
IX. Promotion of the Almaty Guidelines and other interlinkages with relevant international bodies and processes	The work area will be implemented in accordance with decision VI/...on promotion of the Convention's principles in international forums. The work will focus on the 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 the Almaty Guidelines on Promoting the Application of the Principles of the Aarhus Convention in International Forums (Almaty Guidelines) and the Recommendations on the More Effective Use of Electronic Information Tools to Provide Public Access to	Secretariat Bureau of the Meeting of the Parties Working Group of the Parties	Thematic sessions, as needed, at 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. Surveys regarding experiences gained in the implementation of article 3, paragraph 7, and the Almaty Guidelines; online networks; expert assistance to relevant international forums and to Parties upon request and populating a	

<i>Work area</i>	<i>Objective and expected outcome</i>	<i>Lead country, body or organization</i>	<i>Method of work</i>	<i>Average annual subtotal (US\$)^a</i>
	Environmental Information and monitoring of their implementation. The focus will be on the role that the Convention can play in implementing the Agenda 2030 for Sustainable Development (SDGs).		repository of good practices on establishing effective processes for the public to participate in international forums; joint activities with other treaties and multilateral processes; concrete actions by Parties at the national and international levels to promote the principles of the Convention in international forums and the Almaty Guidelines.	
Coordination, horizontal support and Meeting of the Parties				
X. Coordination and oversight of intersessional activities	Coordination and oversight of the activities under the Convention. Preparation of substantive documents for the seventh session of the Meeting of the Parties (e.g., drafting decisions, including the future work programme, and reviewing the implementation of the current work programme and the Strategic Plan).	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.	
XI. Seventh ordinary session of the Meeting of the Parties	See article 10 of the Convention.	Meeting of the Parties	Session of the Meeting of the Parties.	^c
XII. Horizontal support areas	Overall support that covers multiple substantive areas of the work programme.	Secretariat	Secretarial support, staff training, equipment.	
Grand total (including costs for all work areas and 13% programme support costs)				

^a Estimation of the cost will be included at a later stage, subject to the estimation of cost inserted in annex III.

^b United Nations publication, Sales No.: E.15.II.E.7. Available online at http://www.unece.org/env/pp/publications/maastricht_recommendations.

^c Costs are reported under work area X.

Annex II

Example of the possible distribution of different meetings under the Convention for the period 2018–2021

<i>Type of meeting</i>	<i>2018</i>	<i>2019</i>	<i>2020</i>	<i>2021</i>
Task Force Access to Information (AI)	—	x	x	—
Task Force on Public Participation in Decision-making (PP)	X	—	x	—
Task Force on Access to Justice (AJ)	X	x	—	—
GMO Round Table (GMO)	—	x	—	—
Thematic sessions at the Working Group of the Parties	AI	PP	AJ	GMO
Meeting of the Parties	—	—	—	X

Note: The substantive preparation of the thematic sessions of the Working Group of the Parties is based on the outcomes of the work of a specific Task Force and other activities in the relevant work areas.

Annex III

Draft estimated costs of activities of the work areas listed in the work programme for 2018–2021

		Average estimated costs in United States dollars per year ^a									
Work area	Cost description	2018		2019		2020		2021		2018–2021 annual average	
		Operational	Other	Operational	Other	Operational	Other	Operational	Other	Operational	Other
I. Access to information ^b	Professional staff support, two P–3 staff: one at 30 per cent and one at 5 per cent of full-time equivalent (FTE)	63 000	—	63 000	—	63 000	—	63 000	—	63 000 ^c	—
	Consultancy (e.g., maintenance of Aarhus Clearinghouse and Aarhus Good Practice database)	2 000	3 000	2 000	3 000	2 000	3 000	2 000	3 000	2 000	3 000
	Travel, daily subsistence allowance (DSA) of eligible participants (2 meetings)	—	—	40 800	—	40 800	—	—	—	20 400	—
	Travel, DSA (staff missions) ^d	3 500	3 500	3 500	3 500	3 500	3 500	3 500	3 500	3 500	3 500
Subtotal		68 500	6 500	109 300	6 500	109 300	6 500	68 500	6 500	88 900	6 500
II. Public participation	Professional staff support, one P–3 staff at 30 per cent of FTE	54 000	—	54 000	—	54 000	—	54 000	—	54 000	—
	Consultancy (e.g., preparation of the required materials)	5 000	5 000	5 000	5 000	5 000	5 000	5 000	5 000	5 000	5 000
	Travel, DSA of eligible participants (2 meetings)	40 800	—	—	—	40 800	—	—	—	20 400	—
	Travel, DSA (staff missions) ^d	3 500	3 500	3 500	3 500	3 500	3 500	3 500	3 500	3 500	3 500
Subtotal		103 300	8 500	62 500	8 500	103 300	8 500	62 500	8 500	82 900	8 500
III. Access to justice	Professional staff support, one P–3 staff at 35 per cent of FTE	63 000	—	63 000	—	63 000	—	63 000	—	63 000	—
	Consultancy (e.g., preparation of the required materials)	10 000	7 000	10 000	7 000	10 000	7 000	10 000	7 000	10 000	7 000

		<i>Average estimated costs in United States dollars per year^a</i>									
		2018		2019		2020		2021		2018–2021 annual average	
<i>Work area</i>	<i>Cost description</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>
	Travel, DSA of eligible participants (2 meetings)	40 800	—	40 800	—	—	—	—	—	20 400	—
	Travel, DSA (staff missions) ^d	3 500	3 500	3 500	3 500	3 500	3 500	3 500	3 500	3 500	3 500
	Subtotal	117 300	10 500	117 300	10 500	76 500	10 500	76 500	10 500	96 900	10 500
IV. GMOs	Professional staff support, one P-3 staff at 5 per cent of FTE	9 000	—	9 000	—	9 000	—	9 000	—	9 000	—
	Consultancy (e.g., preparation of the required material)	2 000	2 000	2 000	2 000	2 000	2 000	2 000	2 000	2 000	2 000
	Travel, DSA of eligible participants to event (e.g., workshop, round table)	—	—	40 000	—	—	—	—	—	10 000	—
	Travel, DSA (staff missions) ^d	3 500	—	3 500	—	3 500	—	3 500	—	3 500	—
	Subtotal	14 500	2 000	54 500	2 000	14 500	2 000	14 500	2 000	24 500	2 000
V. Compliance mechanism	Professional staff support, two P-3 staff: one at 80 per cent and one at 40 per cent of FTE	216 000	—	216 000	—	216 000	—	216 000	—	216 000	—
	Consultancy (e.g., translation outside United Nations, preparation of the required material)	25 000	—	25 000	—	25 000	—	25 000	—	25 000	—
	Travel, DSA of Committee members, other participants (4 Compliance Committee meetings per year)	91 800	—	91 800	—	91 800	—	91 800	—	91 800	—
	Travel, DSA (staff missions) ^e	9 800	—	9 800	—	9 800	—	9 800	—	9 800	—
	Subtotal	342 600	—	342 600	—	342 600	—	342 600	—	342 600	—
VI. Capacity-	Professional staff support, one P-3 staff at 15 per cent of FTE	27 000	—	27 000	—	27 000	—	27 000	—	27 000	—

		<i>Average estimated costs in United States dollars per year^a</i>									
		<i>2018</i>		<i>2019</i>		<i>2020</i>		<i>2021</i>		<i>2018–2021 annual average</i>	
<i>Work area</i>	<i>Cost description</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>
building ^f	Consultancy (e.g., capacity-building activities, materials, studies)	2 000	5 000	2 000	5 000	2 000	5 000	2 000	5 000	2 000	5 000
	Travel, DSA of eligible experts (e.g., annual meeting of capacity-building partners, capacity-building activities)	3 000	3 800	3 000	3 800	3 000	3 800	3 000	3 800	3 000	3 800
	Travel, DSA (staff missions)	3 000	8 200	3 000	8 200	3 000	8 200	3 000	8 200	3 000	8 200
Subtotal		35 000	17 000	35 000	17 000	35 000	17 000	35 000	17 000	35 000	17 000
VII. Reporting mechanism	Consultancy (processing of national implementation reports, preparation of the synthesis report, translation)	—	—	—	—	10 000	—	20 000	—	7 500	—
Subtotal		—	—	—	—	10 000	—	20 000	—	7 500	—
VIII. Awareness- raising and promotion of the Convention ^g	Professional staff support, three P–3 staff at 5 per cent each of FTE	27 000	—	27 000	—	27 000	—	27 000	—	27 000	—
	Consultancy (e.g., publications, promotion materials)	5 000	9 000	5 000	9 000	5 000	9 000	5 000	9 000	5 000	9 000
	Travel, DSA for participation in events and country missions to promote the Convention and its principles; support to non-ECE States to accede to the Convention; support to regional and global initiatives on Principle 10 of the Rio Declaration on Environment and Development	5 000	18 000	5 000	18 000	5 000	18 000	5 000	18 000	5 000	18 000
	Travel, DSA (staff mission), participation at relevant events where no other funding is available	10 000	7 500	10 000	7 500	10 000	7 500	10 000	7 500	10 000	7 500
Subtotal		47 000	34 500	47 000	34 500	47 000	34 500	47 000	34 500	47 000	34 500

		<i>Average estimated costs in United States dollars per year^a</i>									
		<i>2018</i>		<i>2019</i>		<i>2020</i>		<i>2021</i>		<i>2018–2021 annual average</i>	
<i>Work area</i>	<i>Cost description</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>	<i>Operational</i>	<i>Other</i>
IX.	Professional staff support, three P–3 staff, one at 15 per cent, one at 10 per cent and one at 5 per cent of FTE	54 000	—	54 000	—	54 000	—	54 000	—	54 000	—
Promotion of the Almaty Guidelines and other interlinkages with relevant international bodies and processes	Consultancy (expert studies)	2 000	3 000	2 000	3 000	2 000	3 000	2 000	3 000	2 000	3 000
	Travel, DSA (expert missions)	3 400	—	3 400	—	3 400	—	3 400	—	3 400	—
	Travel, DSA (staff missions)	3 500	—	3 500	—	3 500	—	3 500	—	3 500	—
	Subtotal	62 900	3 000	62 900	3 000	62 900	3 000	62 900	3 000	62 900	3 000
X.	Professional staff support, ^h three P–3 staff: one at 10 per cent and two at 5 per cent each of FTE	36 000	—	36 000	—	36 000	—	36 000	—	36 000	—
Coordination and oversight of intersessional activities, including seventh ordinary session of the Meeting of the Parties	Travel, DSA for eligible participants (meetings of the Working Group of the Parties, the Bureau and the seventh session of the Meeting of the Parties)	47 600	—	47 600	—	47 600	—	102 000	—	61 200	—
	Travel, DSA (staff mission)	3 500	—	3 500	—	3 500	—	3 500	—	3 500	—
	Subtotal	87 100	—	87 100	—	87 100	—	141 500	—	100 700	—
XI.	Professional staff support, one P–2 staff for 6 months	—	—	—	—	—	—	60 000	—	15 000 ⁱ	—
Seventh ordinary session of the Meeting of the Parties											
	Subtotal	—	—	—	—	—	—	60 000	—	15 000	—
XII.	Secretarial staff support, one G–4 staff at 100 per cent ^l	96 000	—	96 000	—	96 000	—	96 000	—	96 000	—
Horizontal support areas											

		Average estimated costs in United States dollars per year ^a									
		2018		2019		2020		2021		2018–2021 annual average	
Work area	Cost description	Operational	Other	Operational	Other	Operational	Other	Operational	Other	Operational	Other
	Technical support costs ^k (e.g., computers, equipment, external printing)	6 000	—	6 000	—	6 000	—	6 000	—	6 000	—
	Training of staff ^d (training activities to enhance staff skills)	4 000	—	4 000	—	4 000	—	4 000	—	4 000	—
	Subtotal	106 000	—	106 000	—	106 000	—	106 000	—	106 000	—
	Total	984 200	82 000	1 024 200	82 000	994 200	82 000	1 037 000	82 000	1 009 900	82 000
Programme support costs (13%)		127 946	10 660	133 146	10 660	129 246	10 660	134 810	10 660	131 287	10 660
	Grand total	1 112 146	92 660	1 157 346	92 660	1 123 446	92 660	1 171 810	92 660	1 141 187	92 660

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

^b Including responsibility for electronic information tools under the Convention and the Protocol. Experts involved in the work of the task forces on access to information, public participation in decision-making and access to justice will be invited to provide substantive support to the activities through commenting documents and participating in training sessions, workshops, pilot projects, etc. Meetings of the Task Force will provide a forum to discuss key outcomes of the activities and identify good practices and challenges in implementation.

^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 level indicated. Staff costs are considered to be operational as they are essential for ensuring effective and balanced implementation of all work areas. In addition, the necessary funds for staff contracts must be secured at least one year in advance.

^d Operational costs for staff missions refer to the cost of travel for secretariat staff members to service, e.g., task force meetings that are not held in Geneva and workshops/events related to this work area.

^e The secretariat may be required to conduct official missions in relation to the work of the compliance mechanism. Such costs are therefore considered to be operational.

^f 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. In order to increase the effectiveness of capacity-building and synergies, the secretariat is carrying out such activities in collaboration with all key capacity-building actors in the region. Furthermore, the secretariat services a region-wide capacity-building coordination mechanism aimed at ensuring that the projects implemented by partner organizations match the requirements of decisions by the Meeting of the Parties. Most travel and consultancy costs are normally covered by other sources: either by partner organizations or specific donor contributions. These synergies also lead to a considerable reduction of the financial burden as Parties to the Convention are required to contribute a small amount in relation to the final impact of activities.

^g Awareness-raising will include promotional work in the region and beyond. Such work serves as the Parties' "ambassador". The secretariat and Aarhus experts are regularly invited to international meetings and processes across the world to share their experiences and expertise. Where possible, the promotion of the Convention is carried out through the use of electronic tools. The secretariat is making every possible effort to ensure that these activities have the minimum financial implications possible. In addition, in line with past practice, it is anticipated that some publications will be funded from the United Nations regular budget.

^h Including provision of legal advice and general tasks.

ⁱ Costs for travel and DSA for eligible participants are reported under work area X.

^j As of 1 February 2016, the funding of one administrative staff member through the 13 per cent programme support costs, levied from the trust funds of the ECE Environment Division, was discontinued. This staff member is required in order to provide the necessary administrative support to activities under the Aarhus Convention and its Protocol, including administrative arrangements for the meetings of the governing and subsidiary bodies of the two treaties.

^k Technical equipment is normally provided by the United Nations also to extrabudgetary staff. However, if this practice is discontinued, the related expenditures should be included in the operational costs of the work programme.

^l All United Nations staff are expected to develop their skills and attend training. Continuous training and development of new skills is essential in order for the staff to maintain a high level of professionalism and to adapt to new competency requirements. As a result, training of staff is considered to be operational costs.