



**Governing Council
of the United Nations
Environment Programme**

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**Twenty-third session of the Governing Council/
Global Ministerial Environment Forum**

Nairobi, 21-25 February 2005

Item 4, 5, 6, 7, 8, 9 of the provisional agenda*

Assessment, monitoring and early warning: state of the environment

**Outcomes of intergovernmental meetings of relevance to the
Governing Council/Global Ministerial Environment Forum**

**Follow-up to the World Summit on Sustainable Development: contribution
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of the Commission on Sustainable Development**

**International environmental governance: implementation of decisions
of the seventh special session of the Governing Council/Global Ministerial
Environment Forum and the World Summit on Sustainable Development on
the report of the Intergovernmental Group of Ministers or Their Representatives
on International Environmental Governance,**

**Cooperation and coordination within the United Nations system
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Programme, the Environment Fund and administrative and other budgetary matters

**Report on the work of the Committee of Permanent
Representatives to the United Nations Environment Programme**

Note by the Executive Director

Pursuant to paragraph (k) of decision 19/32 of 4 April 1997, on the governance of the United Nations Environment Programme (UNEP) a report on the work of the Committee of Permanent Representatives to UNEP since the conclusion of the twenty-second session of the Governing Council/Global Ministerial Environment Forum to date is provided in annex I to the present note. Recommendations of the Committee of Permanent Representatives to the United Nations Environment Programme for improving future sessions of the Governing Council/Global Ministerial Environment Forum, as adopted by the Committee at its eighty-fourth meeting, are also attached, in annex II to the present note.

* UNEP/GC.23/1.

Annex I

I. Report of the work of the Committee of Permanent Representatives

A. Minutes of the eighty-second meeting of the Committee of Permanent Representatives to the United Nations Environment Programme, held on 17 March 2003

Item 1: Opening of the meeting

1. The meeting was opened at 9.45 a.m. on Monday, 17 March 2003, by the Chair of the Committee of Permanent Representatives, Mr. Jürgen Weerth, Ambassador and Permanent Representative of the Federal Republic of Germany to the United Nations Environment Programme (UNEP).
2. The meeting was attended by 80 participants from 52 countries.
3. At the request of the Chair, the members of the Committee stood and observed a minute's silence in honour of Mr. Zoran Djindjic, Prime Minister of Serbia and Montenegro, who had been assassinated on Wednesday, 12 March 2003.
4. The Chair welcomed the following new members of the Committee: Mr. Anibal Julio Jiménez y Abascal, Ambassador and Permanent Representative of Spain; Mr. Bo Guransson, Ambassador and Permanent Representative of Sweden; and Mr. Carlos Gamba, Ambassador and Permanent Representative of Colombia. He also bade farewell to the following representatives who had left the Nairobi duty station: Mr. Du Qiwen, Ambassador and Permanent Representative of China, Mr. Václav Hubinger, Ambassador and Permanent Representative of the Czech Republic and Mr. David Livingstone, Deputy Permanent Representative of Australia.
5. He informed the Committee that, effective 4 February 2003, the name of the Federal Republic of Yugoslavia had been changed to "Serbia and Montenegro" by the Yugoslav Parliament.
6. The Executive Director, welcoming the new members of the Committee, said that he looked forward to working closely with them in constructive cooperation. He was sure that they would contribute greatly to the mission of UNEP in the future. He joined the Chair in expressing his gratitude to those leaving for the valuable work they had done while members of the Committee.

Item 2: Adoption of the agenda

7. The provisional agenda, as set out in document UNEP/CPR/82/1, was adopted.

Item 3: Adoption of the minutes of the eighty-first and the extraordinary meetings of the Committee of Permanent Representatives held on 2 December 2002 and 22 January 2003 respectively

8. The Committee approved and adopted as amended the minutes of the eighty-first and the extraordinary meetings of the Committee of Permanent Representatives held on 2 December 2002 and 22 January 2003, as set out in documents UNEP/CPR/82/2 and UNEP/CPR/82/1/Add.1 respectively.

Item 4: Review of the outcome of the twenty-second session of the Governing Council/Global Ministerial Environment Forum

9. Introducing the item, the Executive Director expressed his appreciation of the contribution made by the Committee and its Bureau to the success of the twenty-second session of Governing Council/Global Ministerial Environment Forum. Over 90 ministerial-level participants and nearly 1,000 other delegates had attended the session, the largest numbers ever. A total of 24 decisions had been approved by consensus, among which had been the programme of work and its budget for the 2004-2005 biennium. Some 14 special events had been organized during or in parallel with the session/forum, and 16 guest speakers/special invitees had participated, including Mr. Abdoulaye Wade, President of Senegal, and Mr. Michael Kijana Wamalwa, Vice-President of the Republic of Kenya. He underlined the useful discussions which had been held during the Ministerial segment on the Commission on

Sustainable Development, and in particular on the regional dimensions of development, including the New Programme for Africa's Development (NEPAD).

10. To implement the decisions adopted by the session/forum, the UNEP various divisions were currently finalizing an implementation plan which included the:

- (a) Identification of specific outputs and a delivery schedule (date, year/month);
- (b) Identification of activities to be undertaken and their plan of work (activity, timetable, implementation staff, role of supporting divisions);
- (c) Action expected by Governments, the Committee of Permanent Representatives and the secretariat;
- (d) Identification of follow-up actions upon completion of implementation of decisions;
- (e) Identification of the cost of implementation.

11. He informed the Committee that the full implementation plan would come before him for final review shortly.

12. He noted that a footnote to decision 22/20 (Environment Fund budget: proposed biennial programme and support budget for 2004-2005) stated that any concerns submitted by member States in writing to the Executive Director within six weeks of the conclusion of the twenty-second session of Governing Council should be taken into account; although at the current date no such comments had been received, he assured Governments that their expressed concerns would be taken into account. If the comments required drastic changes in the activities mentioned in the programme of work, the Committee would be informed.

13. Many representatives expressed pleasure at the outcome of the session/forum, especially in regard to the initial steps taken for the implementation of the outcome of the World Summit on Sustainable Development and the boost given to the environmental component of sustainable development. In particular, many welcomed the decisions on international chemicals management, water and consumption and production patterns. Some regretted that the discussions on water strategies had not been conclusive and one representative said that his Government would submit proposals on a strategic approach to chemicals management and that national implementation of chemicals management in developing countries required active support. Several representatives underlined the need to prioritize issues; one representative expressed the hope that accelerated impetus would be given to water, sanitation and energy initiatives, as Africa was facing deforestation because of overuse of fuelwood for energy needs.

14. Several representatives referred to international environmental governance and in particular to the still-open questions of universality of membership of the Governing Council and the participation of civil society in decision-making, on both of which discussions were ongoing. The view was expressed that those issues were so important that they must not come off the agenda.

15. One representative requested an exchange of experience that might help countries prepare themselves for the implementation of decisions. Several representatives welcomed the attention given to regional issues, including the support expressed for NEPAD and the consensus in favour of support for the occupied Palestinian territories. Several representatives expressed the view that UNEP must be pragmatic and focus on areas where it had expertise and a specific mandate.

16. Many representatives referred to the preparations for Governing Council and the process of preparation of the work programme and budget, and expressed concern that sufficient time had not been allowed for adequate consultations with capitals. Others said that texts should be circulated earlier and more time allowed for the discussion of draft decisions: several took the view that there were too many draft decisions and overwhelming numbers of documents, some of which were too lengthy. Another view expressed was that some background documents for discussion showed a bias towards the specific positions of some member States, whereas they should instead be neutral.

17. One representative proposed the formation of an open-ended working group to examine all those issues and to plan procedures and a method of working to prepare for future sessions of the Governing Council/Global Ministerial Environment Forum. Another representative suggested that by describing the experience of the United Nations Conference on Disarmament, rather than having formal meetings of a working group, a group of Friends of the Chair would help find ways to improve the work of the Conference by seeking out the opinions of delegates and groupings.

18. In the course of the discussion, several representatives expressed support for the proposal to establish an open-ended working group to study and plan methods of working and procedures for the preparatory work for Governing Council sessions. One representative suggested that bearing in mind the time constraints, the open-ended working group should be formed and start work as soon as possible.

19. The Executive Director expressed his pleasure that the decisions on international chemicals management and on changing patterns of consumption and production had met with widespread approval. To the suggestion that UNEP should concentrate on areas in which it had recognized expertise, he responded that it was important for UNEP to be able to tackle not only those areas in which it had already acquired experience, but also emerging topics and new developments. In that connection he cited post-conflict assessment, which was a new and important area, and the new fields of consumption and production, regional development and the Global Programme of Action for the Protection of the Marine Environment from Land-based Activities. In many of those areas, UNEP was currently a principal partner, without necessarily having lengthy experience in those emerging topics.

20. With regard to procedural matters and the work of preparation for Governing Council sessions, UNEP would be proactive in improving the preparatory work for future Governing Council sessions. However, constraints were imposed by the nature of the preparatory process as a living process: the incorporation of the outcomes of the Johannesburg Summit in September 2002 into the work of the twenty-second session of Governing Council had required major changes in the work programme and budget drafted in July 2002, and while UNEP had tried to make those changes as smoothly as possible, the resulting time constraints had been unavoidable.

21. Concerning the eighth special session of the Governing Council/Global Ministerial Environment Forum scheduled for 2004 in the Republic of Korea, he called for more debate by Ministers rather than prepared statements, an idea which the Secretariat had done its best to promote. However, the real criterion of success was implementation, towards which end UNEP was structuring the implementation process.

22. The Committee took note with appreciation of the oral report of the Executive Director.

Item 5: Schedule of the meetings of the Committee of Permanent Representatives to UNEP for 2003

23. Introducing the item, the Chair informed the Committee that the Bureau, at its meeting on 18 February, had reviewed and approved the following draft schedule for the four regular meetings of the Committee:

- | | | |
|-----|------------------------|-------------------------------|
| (a) | Eighty-second meeting: | Monday, 17 March 2003; |
| (b) | Eighty-third meeting: | Wednesday, 25 June 2003; |
| (c) | Eighty-fourth meeting: | Wednesday, 17 September 2003; |
| (d) | Eighty-fifth meeting: | Wednesday, 3 December 2003. |

24. One representative said that the meeting proposed for 25 June 2003 clashed with the celebration by Nordic countries of Midsummer's Day. The Chair said that the Secretariat would look into the possibility of bringing the date of that meeting forward by a few days.

25. With that possible amendment, the Committee adopted the draft schedule of meetings proposed by the Bureau.

Item 6: Implementation of the relevant decisions of the twenty-first session and the seventh special session of the Governing Council/Global Ministerial Environment Forum

26. The Executive Director, introducing the item, noted that an executive summary report on the status of the implementation of decisions adopted at the twenty-first session and the seventh special session of the Governing Council/Global Ministerial Environment Forum, covering the fourth quarter of 2002, had been circulated to the members of the Committee and highlighted some of the major activities planned for that period. In response to decision SS.VII/2 (Contribution of the Governing Council/Global Ministerial Environment Forum of the United Nations Environment Programme to the World Summit on Sustainable Development), UNEP had initiated follow-up activities on the outcome of the Johannesburg Summit, including several partnership initiatives, including those focusing on clean fuels, children's environmental health, youth activities and an integrated approach to prevention, preparedness for and response to environmental emergencies. It had also participated in the United Nations system-wide follow-up to the Johannesburg Summit through various inter-agency meetings. In relation to decision 21/11 (Water policy and strategy of the United Nations Environment Programme), UNEP had

continued to undertake substantive preparatory work for World Water Day 2003. It had also, jointly with the Food and Agriculture Organization of the United Nations, launched a publication entitled "Atlas of International Freshwater Agreements", a compendium of river basin agreements.

27. The Committee took note with appreciation of the report introduced by the Executive Director.

Item 7: Status of the Environment Fund

28. Introducing the item, the Executive Director recalled that the status report of the Environment Fund for the fourth quarter of 2002 had been circulated in January 2003. He gave an update as to the current situation reflected in the financial tables for the first quarter before the Committee. The figures shown in the status report for the fourth quarter were final ones, as the accounts for 2002 had been closed

29. With regard to the status of the Environment Fund in the current biennium, 85 countries had pledged contributions totalling \$48,290,000 for 2002, and \$48,120,000 had been paid, leaving an unpaid balance of \$170,000. For 2003, 73 countries had so far pledged contributions totalling \$22,950,000 to the Environment Fund and, based on informal consultations with Governments, it had been estimated that additional contributions of \$29,280,000 million would be received for 2003, as shown in table 2. The projected level of contributions to the Environment Fund for 2003 was therefore \$52,230,000, bringing the total projected level of contributions to the Environment Fund to \$100,520,000 for the biennium 2002-2003. While this was \$15,600,000 or 18 per cent higher than the contributions for 2000-2001, it was still 14 per cent below what had been originally projected (\$116,700,000) in the budget presentation given in February 2001.

30. However, the total resources available to the Environment Fund for 2002-2003 were estimated at \$117,600,000. Those included: an opening fund balance of \$14,200,000 as at 1 January 2002, projected contributions of \$100,500,000 and miscellaneous income, mainly interest payments, of \$2,900,000.

31. On the use of the Environment Fund resources for 2002-2003, the Governing Council had, at its twenty-first session, approved total appropriations of \$119,880,000, consisting of \$100 million for the Environment Fund Programme, \$5 million for the Fund Programme reserve and \$14,880,000 for the biennial support budget, as shown in table 3. The projected available resources of \$117,600,000 therefore fall short by \$2,300,000 relative to the appropriation approved by the Governing Council. Based on that projected shortfall in Environment Fund resources, he had therefore issued the 2002-2003 allocations for Fund Programme activities at a level of 92.5 per cent of the appropriations approved by the Governing Council, namely \$92,500,000, and \$11,900,000 (80 per cent) for the support budget. Allocations for Fund Programme Reserve activities had been approved at the level of 100 per cent, or \$5 million, as indicated in table 3.

32. On the expenditures side, there was a total actual expenditure of \$46,970,000 for 2002, consisting of \$41,970,000 for Fund Programme and Fund Programme Reserve activities, representing 89 per cent of the total 2002 Environment Fund expenditure, and \$5 million, or 11 per cent, for the Support Budget. For the biennium 2002-2003, total expenditures were currently estimated at \$109,800,000, against the currently projected resources available for 2002-2003 of \$117,600,000. This would result in a projected carry-over fund balance of \$7,800,000 at the end of the biennium, as shown in table 2.

33. The current overall situation relating to trust funds, trust fund support budget and counterpart contributions was presented in table 4, complementing the detailed information presented in annexes V to VIII of the status report circulated to the Committee in January 2003. For trust funds directly supporting the UNEP programme of work, the biennium income was projected at \$80.5 million, while expenditures were estimated at \$65.0 million. The trust funds support income in 2002-2003 was projected at \$16.5 million and expenditures at \$16.0 million. For earmarked (or counterpart) contributions directly supporting Environment Fund Programme activities, the level of biennium income was estimated at \$30.0 million, while expenditures were estimated at \$28.0 million. In 2002, the income had reached the level of \$18.84 million and the expenditure had amounted to \$13.37 million.

34. The various sources of funding projected for the UNEP programme for the 2002-2003 biennium would therefore be as follows: Environment Fund, 48.03 per cent; trust funds, 28.42 per cent; earmarked contributions, 12.24 per cent; trust fund support, 7.0 per cent; United Nations regular budget, 4.31 per cent.

35. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 8: Report of the Executive Director on recent activities

36. The Executive Director provided the Committee with a brief summary of the main recent activities he had undertaken since the previous meeting of the Committee on 22 January 2003. He highlighted his participation in the World Economic Forum Informal Gathering in Davos, Switzerland, on 25 and 26 January 2003, the opening ceremony of the HELECO 2003 International Exhibition and Conference on Environmental Technology in Athens on 30 January 2003, the opening session of the Sport and Development International Conference in Magglingen on 17 February 2003 and the World Agroforestry Centre Seminar on Global Hunger and Mitigation Strategies held in Nairobi on 7 March 2003.

37. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 9: Other matters

38. One representative, referring to table III of the Executive Director's Staffing Report for the fourth quarter of 2002, which had been circulated as part of the documentation for the meeting of the Committee, wished to have details of the ten nationals from his country occupying professional posts in UNEP. A representative of the secretariat undertook to look into the matter and provide the representative with detailed breakdown.

39. The representative of the United Kingdom said that his Government's contribution to the Environment Fund for 2003 would be \$6.5 million, the same as in 2002, and in line with the proposed indicative scale of contributions.

40. One representative wished to have details of the UNEP input to the meeting of the Commission on Sustainable Development to be held on 11 May 2003. The Executive Director replied that the meeting referred to would be dealing with structural and procedural matters and implementation of a report by the Secretary-General on a possible new profile for the Commission. A copy of that report could be provided by the secretariat to any representative who might wish to have it.

41. At the invitation of the Chair, Mr. Dileep Nair, Under-Secretary-General and head of the United Nations Office of Internal Oversight Services, addressed the meeting and gave a brief overview of the work and scope of the Office he headed, saying that its objective was to help the United Nations to operate better, and he referred to the annual report which the Office had distributed. Its recent tasks had included an audit for UNEP of environmental conventions, an audit for UN-HABITAT of housing contracts in Iraq and recommendations for the streamlining of the relationship of UNON with UNEP and UN-HABITAT. He said that his Office tried to assist in devoting the resources of the United Nations to areas where the impact would be greater, as well as in promoting accountability by fostering a culture of integrity; it also was enlarging its scope to include consultancy assignments. He said that he was pleased to address the Committee and would be available for dialogue with its members on an individual basis or in small groups.

42. In the brief discussion that followed Mr. Nair's presentation, one representative wished to know the relationship between the Office of Internal Oversight Services and the work of the United Nations Ombudsman. In reply Mr. Nair said that the Ombudsman's office dealt with conciliation and mainly with staff matters, and was therefore complementary to the work of his Office. In regard to another query about its investigative work, particularly of recent cases of refugee smuggling in Kenya and sexual exploitation in West Africa, he said that, with limited resources to call upon, such investigations had proved to be lengthy with the added difficulty of having to obtain legal evidence that would stand up to challenges in court. In response to another representative's question with regard to the follow-up of recommendations Oversight Services might make in the course of an audit, he said that it was for the client in each case to find a way to implement such recommendations.

43. The Chair expressed the Committee's appreciation of Mr. Nair's presentation.

44. The Chair reminded the members of the Committee that the term of office of the current Bureau of the Committee would expire on 30 June 2003, and asked the regional groups to propose their candidates, noting that for the period 1 July 2003 to 30 June 2005, the following allocations would apply: Chair, the Asian group; Vice-chairs: the African group, the Eastern European group and the Western European and Others group; and, Rapporteur, the Latin American and Caribbean group.

Item 10: Closure of the meeting

45. Following the customary exchange of courtesies, the Chair declared the eighty-second meeting of the Committee of Permanent Representatives closed at 1.10 p.m. on Monday, 17 March 2003.

B. Minutes of the eighty-third meeting of the Committee of Permanent Representatives to the United Nations Environment Programme, held on 17 June 2003

Item 1: Opening of the meeting

46. The meeting was opened at 9.45 a.m. on Tuesday, 17 June 2003, by the Chair of the Committee of Permanent Representatives, Mr. Juergen Weerth, Ambassador and Permanent Representative of the Federal Republic of Germany to the United Nations Environment Programme (UNEP).

47. The meeting was attended by 78 participants from 62 countries.

48. The Chair welcomed the following new members of the Committee: Mr. Guo Chongli, Ambassador and Permanent Representative of China, Mr. Carlos Gamba, Ambassador and Permanent Representative of Colombia and Mrs. Romana Konigsbrun, Deputy Permanent Representative of Austria. He also bade farewell to the following representatives who had left or were leaving the Nairobi duty station: Mr. Vaclav Hubinger, Ambassador and Permanent Representative of the Czech Republic, Mr. Nehemiah K. Rotich, Ambassador and Permanent Representative of Kenya, Mr. Vladimir Boricic, Ambassador and Permanent Representative of Serbia and Montenegro, Mrs. Doris Danler, Deputy Permanent Representative of Austria, Mr. Tim Martin, Deputy Permanent Representative of Canada and Mr. Peter R. Janus, Deputy Permanent Representative of the Netherlands.

49. The Executive Director, welcoming the new members of the Committee, said that he was sure that their knowledge would contribute greatly to the work of UNEP, which was only possible with the full backing of the Committee. He joined the Chair in expressing his gratitude to those leaving for the valuable work they had done while members of the Committee.

Item 2: Adoption of the agenda

50. The provisional agenda, as set out in document UNEP/CPR/83/1, was adopted, with one amendment, namely, the switching of items 5 and 6, to allow ample time for discussion of item 6.

Item 3: Adoption of the minutes of the eighty-second meeting of the Committee of Permanent Representatives, held on 17 March 2003

51. The Committee approved and adopted as amended the minutes of the eighty-second meeting of the Committee of Permanent Representatives, held on 17 March, as set out in document UNEP/CPR/83/2. The amended text will read as follows:

52. One representative proposed the formation of an open-ended working group to examine all those issues and to plan procedures and a method of working to prepare for future sessions of the Governing Council/Global Ministerial Environment Forum. Another representative suggested that by describing the experience of the United Nations Conference on Disarmament, rather than having formal meetings of a working group, a group of Friends of the Chair would help find ways to improve the work of the Conference by seeking out the opinions of delegates and groupings.

53. In the course of the discussion, several representatives expressed support for the proposal to establish an open-ended working group to study and plan methods of working and procedures for the preparatory work for Governing Council sessions. One representative suggested that bearing in mind the time constraints, the open-ended working group should be formed and start work as soon as possible.

Item 4: Implementation of the programme of work of UNEP and relevant decisions of the twenty-first and twenty-second sessions of the Governing Council/Global Ministerial Environment Forum

54. Introducing this item, the Executive Director referred to the first progress report (January–March 2003) on the status of implementation of the decisions of the Governing Council/Global Ministerial Environment Forum adopted at its twenty-first session, its seventh special

session and its twenty-second session, and a document entitled "Initial components of an overview of the Executive Director's implementation plans of the decisions of the twenty-second session of the Governing Council/Global Ministerial Environment Forum"; the two documents had been circulated to the members of the Committee, on 9 May 2003 and 15 June 2003 respectively.

55. The initial components of the overview were presented in matrix format, in keeping with the points outlined in paragraph 10 of the minutes of the eighty-second meeting of the Committee held on 17 March 2003. Further to the components described in the document before the Committee, he informed the Committee that the secretariat was preparing details on the human and financial resources to be deployed to implement the decisions of the twenty-second session of the Governing Council. The first draft of the implementation plans had been prepared and the secretariat would provide the Committee with the completed implementation plans before the eighty-fourth meeting of the Committee scheduled to be held on 17 September 2003, at which time comprehensive discussions would be held, covering the action expected by Governments, the Committee and the secretariat, the identification of follow-up actions upon completion of the implementation of decisions and the identification of the cost of implementation.

56. In response to decision 22/2 I (Water policy and strategy of the United Nations Environment Programme), UNEP had played an active role in the preparations for and conduct of the Third World Water Forum and its ministerial conference, convened by the World Water Council and the Government of Japan, in Kyoto, Osaka and Shiga, Japan, from 16 to 23 March 2003. He said that he had addressed the ministerial segment of the Forum on behalf of the Secretary-General of the United Nations, and had officially launched the World Water Day observance on 22 March 2003. The ministerial conference had concluded with the adoption of a ministerial declaration, which had stated that Governments worldwide must take the lead on water issues, and give consideration to the involvement of the private sector.

57. He noted that reports for the first quarter of 2003 had been circulated to the members of the Committee concerning staffing, consultancies and institutional and corporate contracts, and informed the Committee that, as at 31 March 2003, there was a total of 500 approved professional posts, of which 424 were occupied.

58. The footnote to decision 22/20 (Environment Fund budget: proposed biennial programme and support budget for 2004-2005) had stated that any concerns submitted by member States in writing to the Executive Director within six weeks of the conclusion of the twenty-second session of Governing Council should be taken into account. Comments had been received from the Governments of Australia, Greece (for the European Union), India, Nigeria, Norway, United Kingdom of Great Britain and Northern Ireland and the United States of America. The full text of the comments received from Governments had been submitted to the Committee. An analysis of the comments made by the secretariat had shown that they fell into two categories: comments on the preparatory process of the Governing Council/Global Ministerial Environment Forum, including the preparation of the biennial programme of work and budget; and comments on the substance of the programme of work for 2004-2005.

59. The secretariat shared the concerns of countries about the preparatory process of the programme of work and intended to take into account the suggestions, especially those made by the Governments of Australia and the United States, consulting as appropriate with the Committee of Permanent Representatives. The secretariat deeply appreciated the communications expressing support for the programme of work and readiness to help UNEP in its implementation. As to the concerns expressed by Australia and the United States regarding UNEP's role in specific areas of activities and UNEP remaining faithful to its mandate with regard to activities already initiated by other competent intergovernmental bodies and organizations, the secretariat wished to assure Governments that it fully concurred with them that UNEP should adhere to its mandate and the role assigned to it in the global division of labour. UNEP would continue to make all necessary efforts to avoid duplication of activities and would work with the relevant bodies with a view to achieving maximum synergy and economy. It was hoped that the Environmental Management Group would significantly contribute to that objective.

60. The comments from the Governments of Australia and the United States had also called for the deletion of activities that were deemed to be outside UNEP's mandate. In that regard, the programme of work for the biennium 2004-2005 stood duly approved by the Governing Council/Global Ministerial Environment Forum. However, relevant decisions adopted by the Governing Council/Global Ministerial Environment Forum superseded the related text included in the programme of work. The secretariat would keep Governments informed on the implementation of UNEP's work programme and the decisions of the Governing Council, and would ensure that their delivery was in accordance with the

mandate UNEP had received, and that UNEP was responsive to the concerns and comments conveyed by Governments.

61. With regard to the preparations for the eighth special session of the Governing Council/Global Ministerial Environment Forum, he recalled that the offer of the Republic of Korea to host the session from 29 to 31 March 2004 had been accepted. Accordingly a UNEP/UNON team, headed by Mr. Shafqat Kakakhel, had visited the Republic of Korea from 9 to 11 June 2003, for the purpose of starting the preparatory process. The team had met with Ms. Han Myung-Sook, the Korean Minister of Environment, and had held detailed discussions with senior officials and had also visited the proposed venue of the special session/forum, the International Convention Centre in Jeju Island. It was agreed that, subject to the approval of the Governing Council Bureau, the special session/forum would be held in the proposed venue. UNEP and the Government of Korea agreed that the provisional agenda for the eighth special session/forum approved by the twenty-second session of the Governing Council was sufficient to facilitate meaningful deliberations, and UNEP had agreed to prepare an annotated provisional agenda to outline the developments and topics of relevance for the meeting. It had been agreed that the major topic for the eighth special session/forum would be the same as that decided by the Commission on Sustainable Development, namely, water, sanitation and human settlements.

62. He then gave details of cross-cutting issues of both global and regional interest, as well as the relevant decisions of the twenty-second session of Governing Council, which would be discussed through provisional agenda items. The eighth special session/forum would aim at articulating the environmental dimension of the topic of water, sanitation and human settlements as an essential input for the twelfth meeting of the Commission on Sustainable Development. He confirmed that, in pursuance of the Governing Council decisions, a two-day Civil Society Forum would be held immediately before the special session/forum, on 27 and 28 March 2004. UNEP and the Government of Korea had also agreed to hold a workshop on capacity-building for sustainable development prior to the special session forum. The secretariat would ensure that documents for the eighth special session/forum would be prepared and distributed within or, if possible, earlier than the time limits for intergovernmental meetings.

63. The representative of the Republic of Korea expressed his appreciation of the cooperation by UNEP in the preparations for the eighth special session of Governing Council/Global Ministerial Forum that his country was hosting in 2004, and expressed his hope that the change of the proposed venue from Seoul to Jeju Island would be accepted for the session/forum. His Government had established a special task force to deal with the preparations and looked forward to close cooperation with the Committee and the secretariat.

64. The representative of the United States said that having submitted its concerns regarding the UNEP programme of work and budget, her Government intended to bring up the same concerns when the programme of work and budget were being considered by the Committee for Programme and Coordination of the United Nations Economic and Social Council.

65. One representative asked if the secretariat could circulate a brief summary of preparations for the eighth special session of the Governing Council/Global Ministerial Forum, together with a short statement on UNEP's involvement in the international chemicals process.

66. Several representatives sought to know what procedure was in place for UNEP to make its contribution to the review session of the Commission on Sustainable Development on the cluster of water, sanitation and human settlements. The Executive Director said that the eighth special session of the Governing Council/Global Ministerial Forum would provide such an input in time for the Commission on Sustainable Development meeting in May 2004.

67. Given the timing of the sessions of the Governing Council/Global Ministerial Environment Forum and that of the Commission on Sustainable Development, one representative highlighted the need to examine the implications of the Commission on Sustainable Development decisions/recommendations in terms of UNEP follow-up.

68. The Committee noted with appreciation the report of the Executive Director.

Item 5: UNEP relations with UNON

69. Introducing this item, the Executive Director said he was pleased to inform the Committee that in the implementation of recommendation number 8 of the Office of Internal Oversight Services 2001 Inspection Report of UNON, he had established a UNON Management Board. That body would act as a mechanism within UNEP, UN-HABITAT and UNON to monitor delivery of UNON's services and to

ensure that UNON provided good quality and timely services to its clients, including equitable treatment to both UNEP and UN-HABITAT. The Board would meet every two months initially, having held its first two organizational meetings in April 2003. Among other decisions taken by the newly constituted Board had been the creation of a Client Advisory Committee, to serve as a subsidiary body of the UNON Management Board.

70. He also informed the Committee that, as Director-General of UNON, he had, just the day before the present meeting, taken two policy initiatives, as part of an inter-agency effort at the Nairobi duty station, in connection with staff welfare. One had been a measure to help United Nations staff members, including locally recruited staff, who were affected by HIV/AIDS, namely, to ensure that such staff would receive 100 per cent reimbursement of all medical care expenses incurred in the Aga Khan Hospital in Nairobi. The other measure was to review the fair package employment policy for all staff members directly or indirectly employed under the auspices of the United Nations in Nairobi, including those employed by contractors such as those dealing with catering and maintenance services. That review would encompass aspects of standard contracts such as maternity leave, medical care and transport facilities for staff employed by contractors.

71. Several representatives took the floor to congratulate the Executive Director on the measures he had taken and expressed the hope that they would serve as an example to other bodies and organizations.

72. Several representatives wished to know if UNON could prepare a calendar of meetings held in Nairobi in the course of the year; even if all of those meetings were not directly related to UNEP or UN-HABITAT, some could be of interest to the members of the Committee. In reply, the Executive Director said that a calendar existed for environmental meetings and he would ensure that the secretariat distributed copies to the members of the Committee.

73. One representative raised the issue of whether it might be possible for the permanent representatives to UNEP and UN-HABITAT to be also accredited permanent representatives to UNON, since in the current situation any information concerning UNON had to be requested through UNEP and UN-HABITAT. Mr. Alexander Barabanov, Chief of Administrative Services of UNON, replied that, following a recommendation of the Office of Internal Oversight Services, the issue had been raised with the Office of Legal Affairs in New York, but so far no answer had been received. He cautioned that no funds were allocated to UNON for possible protocol and representation costs.

74. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 6: Status of the Environment Fund

75. Introducing the item, the Executive Director recalled that the status report of the Environment Fund for the first quarter of 2003 had been circulated in May 2003. He gave an update on the current financial situation, reflected in the tables before the Committee. The figures shown in the status report for the fourth quarter were final ones, as the accounts for 2002 had been closed.

76. With regard to the status of the Environment Fund in the current biennium, 85 countries had pledged contributions of \$48,300,000 for 2002, and a total of \$48,170,000 had been paid, leaving an unpaid balance of \$130,000. For 2003, 85 countries had so far pledged contributions of \$37,990,000 to the Environment Fund and based on informal consultations with Governments, it had been estimated that additional contributions of \$15,390,000 would be received for 2003. The projected level of contributions to the Environment Fund for 2003 was therefore \$53,380,000, bringing the total projected level of contributions to the Environment Fund to \$101,680,000 for the biennium 2002-2003. While this was \$16,760,000 or 20 per cent higher than the contributions for 2000-2001, it was still 13 per cent lower than what had been originally projected (\$116,700,000) in the budget presentation in February 2001.

77. However, the total resources available to the Environment Fund for 2002-2003 were estimated at \$118,860,000. These included: an opening fund balance of \$14,280,000 as at 1 January 2002, projected contributions of \$101,680,000 and miscellaneous income (mainly interest) of \$2,900,000.

78. On the use of the Environment Fund resources for 2002-2003, the Governing Council had, at its twenty-first session, approved total appropriations of \$119,880,000, consisting of \$100,000,000 for the Environment Fund Programme, \$5,000,000 for Fund Programme reserve and \$14,880,000 for the biennial support budget, as shown in the table circulated. The projected available resources of \$118,860,000 therefore fell short by \$1,020,000 relative to the appropriation approved by the Governing Council. Based on that projected shortfall in Environment Fund resources, he had therefore issued the

2002-2003 allocations for Fund Programme and Fund Programme Reserve activities at the level of 100 per cent of appropriations approved by Governing Council, namely, \$100,000,000, and \$5,000,000 respectively. Allocations for the Environment Fund support budget had been issued at the level of 80 per cent, namely \$11,900,000.

79. On the expenditures side, there was a total projected expenditure of \$115,160,000 for 2002-2003, consisting of \$105,000,000 for Fund Programme and Fund Programme Reserve activities, representing 90 per cent of the total Environment Fund expenditure, and \$10,160,000, or 10 per cent, for the support budget. This would result in a projected carry-over fund balance of \$3,700,000 at the end of the biennium.

80. The current overall situation relating to trust funds, trust fund support budget and counterpart contributions was presented in the table circulated, complementing the detailed information presented in annexes V to VIII of the status report circulated to the Committee in May 2003. For trust funds directly supporting the UNEP programme of work, the biennium income was projected at \$84,800,000, while expenditures were estimated at \$69,070,000. The trust funds support income in 2002-2003 was projected at \$17,000,000 and expenditures at \$16,700,000. For earmarked (or counterpart) contributions directly supporting Environment Fund Programme activities, the level of biennium income was estimated at \$30,000,000, while expenditures were estimated to reach the same amount.

81. The various sources of funding projected for UNEP for the 2002-2003 biennium would therefore be as follows: Environment Fund, 47.85 per cent; trust funds, 28.7 per cent; earmarked contributions, 12.47 per cent; trust fund support, 6.94 per cent; United Nations regular budget, 4.05 per cent.

82. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 7: Report of the Executive Director on recent activities

83. The Executive Director provided the Committee with a brief summary of the main recent activities he had undertaken since the previous meeting of the Committee on 17 March 2003. He highlighted his participation in the eleventh session of the Commission on Sustainable Development, held in New York from 28 April to 9 May 2003, the fifth Environment for Europe Conference, held in Kiev, 21-23 May 2003, the Meeting of the Bureau of the Council of Arab Ministers Responsible for the Environment (CAMRE), held in Beirut, 21-23 May 2003 and the second special session of the African Ministerial Conference on the Environment (AMCEN), held in Maputo, Mozambique, 9-10 June 2003.

84. The key points of the decisions of the eleventh session of the Commission on Sustainable Development had been to have as the main focus of its work the active implementation of Agenda 21 and the Plan of Implementation of the World Summit on Sustainable Development. Its work would be organized as a series of two-year action-orientated cycles, which would include a review session in the first year to evaluate the status of implementation of the selected thematic cluster of the cycle, and a policy session in the second year to take policy decisions on practical measures to expedite its implementation. The thematic cluster of issues for the biennium 2004-2005 comprised water, sanitation and human settlements. UNEP would therefore address those issues in an appropriate manner, combined with the consideration of various cross-cutting issues.

85. The fifth Environment for Europe Conference, also attended by the Executive Director, had as its main results a ministerial declaration and the adoption and signing of the Framework Convention on the Protection and Sustainable Development of the Carpathians. The declaration explicitly recognized and supported, inter alia, the role and activities of UNEP in post-conflict environmental assessment, its work in implementing the results of the World Summit at the global and regional levels and its involvement in the area of chemicals.

86. The Executive Director had briefed the Bureau of the Council of Arab Ministers (CAMRE) on three areas, namely, cooperation with CAMRE through the implementation of the regional programme, the desk study of the environment in Iraq and the desk study on the state of the environment in the Occupied Palestinian Territories.

87. One of the main conclusions of the second special session of the African Ministerial Conference on the Environment (AMCEN) had been the adoption of the Action Plan of the Environment Initiative of the New Partnership for Africa's Development (NEPAD), which was receiving support from UNEP.

88. He also briefly described the main international celebration of the World Environment Day in Lebanon, and Asia-Pacific expert meeting on promoting sustainable consumption and production patterns, held in Yogyakarta, Indonesia, 21-23 May 2003, and jointly organized by UNEP and the Government of Indonesia, in cooperation with the United Nations Department of Economic and Social Affairs, with the support of the Hanns Seidel Foundation.

89. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 8: Election of the officers of the Bureau of the Committee of Permanent Representatives for the period 1 July 2003 to 30 June 2005

90. The Chair recalled that the term of office of the current Bureau of the Committee would expire on 30 June 2003, and the regional groups had nominated their candidates for the period 1 July 2003 to 30 June 2005, as follows: Chair, the Asian group; Vice-chairs: the African group, the Eastern European group and the Western European and Others group; and, Rapporteur, the Latin American and Caribbean group. On the basis of those nominations, the Committee then elected the following Bureau officers by acclamation:

Chair:	1 July 2003 to 30 June 2004:	Mr. Hameed Asghar Kidwai (Pakistan)
	1 July 2004 to 30 June 2005:	Mr. Habeeb Mohamed Farouk (Sri Lanka)
Vice-chairs:	1 July 2003 to 30 June 2005:	Ms. Consolata W. Kiragu (Kenya) (Acting, pending the appointment of a new Permanent Representative)
	1 July 2003 to 30 June 2004:	Mr. Janos Budai (Hungary)
	1 July 2004 to 30 June 2005:	Permanent Representative of the Czech Republic
	1 July 2003 to 30 June 2005:	Mr. Pierre Jacquemot (France)
Rapporteur:	1 July 2003 to 30 June 2005:	Ms. Margarita Dieguez (Mexico).

91. The outgoing Chair, Mr. Juergen Weerth, before handing over to his successor, expressed his thanks to the Executive Director, to the secretariat and to his colleagues on the Committee for their work and collaboration during his year in office. In response, the Executive Director paid tribute to the excellent work Mr. Weerth had accomplished during his tenure as Chair of the Committee and as chair of the drafting committee during the last session of the Governing Council, and made a token presentation to him, noting that he would be taking up a post in Germany as one of the main organizers of the 2006 Football World Cup.

Item 9: Other matters

92. One representative informed the Committee that a network of women interested in the environment had been set up in Finland and wished to address issues of water, sanitation and human settlements. In addition they were hoping to organize a visit to UNEP headquarters in September 2003.

93. One representative raised the matter of the formation of an open-ended working group by the Committee to plan procedures and methods of working for future sessions of the Governing Council/Global Ministerial Environment Forum; although the issue had been discussed and found to have wide support at the previous meeting of the Committee, as shown by the minutes of that meeting, no action had yet been taken. She therefore proposed that the working group be formed without delay. Several representatives took the floor to express their agreement with that proposal. The new Chair, in response, said that in view of the consensus, an open-ended working group to prepare for the eighth special session of the Global Ministerial Environment Forum would be established with immediate effect. The Bureau would meet and take the necessary action for its establishment so that it could begin its work.

94. The Executive Director invited the members of the Committee to a reception to be held immediately after the Committee meeting to celebrate the election of new officers to the Bureau.

Item 10: Closure of the meeting

95. Following the customary exchange of courtesies, the Chair declared the eighty-third meeting of the Committee of Permanent Representatives closed at 1.05 p.m. on Tuesday, 17 June 2003.

C. Minutes of the eighty-fourth meeting of the Committee of Permanent Representatives to the United Nations Environment Programme, held on 17 September 2003

Item 1: Opening of the meeting

96. The meeting was opened at 10 a.m. on Wednesday 17 September 2003 by the Chair of the Committee of Permanent Representatives, Mr. Hameed Asghar Kidwai, High Commissioner and Permanent Representative of Pakistan to the United Nations Environment Programme (UNEP).

97. The meeting observed a moment of silence in memory of the victims of the bombing of the United Nations headquarters in Baghdad on 19 August 2003, as well as in memory of the late Mr. Michael Kijana Wamalwa, Vice President of Kenya and the late Ms. Anna Lindh, Foreign Minister of Sweden. The Chair informed the Committee that, immediately after the closure of the meeting, a tree-planting ceremony would take place in the grounds at Gigiri in honour of Mr. Wamalwa and Ms. Lindh, to which all the members of the Committee were invited.

98. The meeting was attended by 71 participants from 53 countries.

99. The Chair welcomed the following new members of the Committee: Mr. Matti Kääriäinen, Ambassador and Permanent Representative of Finland, Mr. Laurent Viguié, Deputy Permanent Representative of France, Mr. Bernd Braun, Ambassador and Permanent Representative of Germany, Mr. Emanuel Seri, Ambassador and Permanent Representative of Israel and Mr. Gilad Millo, Deputy Permanent Representative of Israel, Mr. Byung Kook Rhee, Deputy Permanent Representative of the Republic of Korea and Mr. Sang-Pal Lee, First Secretary and Focal Point of the Republic of Korea, Mr. Jan Bauer, Deputy Permanent Representative of the Netherlands, Dr. Nikolai L. Ratsiborinsky, Deputy Permanent Representative of the Russian Federation, Ms. Adelaide Tillya, Counsellor and Deputy Permanent Representative of the United Republic of Tanzania, Mr. Matayo Klaligonza, High Commissioner and Permanent Representative of Uganda and Ms. Agnes Kalibala Kadama, Deputy High Commissioner and Deputy Permanent Representative of Uganda, and, Mr. Ray Kyles, Deputy High Commissioner and Alternate Permanent Representative of the United Kingdom. He also bade farewell to the following representatives who had left or were leaving the Nairobi duty station: Mr. Lauri Kangas, Ambassador and Permanent Representative of Finland, Ms. Aurelie Royet-Gounin, Deputy Permanent Representative of France, Mr. Juergen Weerth, Ambassador and Permanent Representative of Germany, Mr. Yogesh Mohan Tiwari, High Commissioner and Permanent Representative of India, Mr. Yaacov Amitai, Ambassador and Permanent Representative of Israel and Ms. Einat Kessler, the Deputy Permanent Representative of Israel, Mr. Mohammed Chraibi, Ambassador and Permanent Representative of Morocco, Mr. Peter Janus, Deputy Permanent Representative of the Netherlands, Mr. F.N. Tapgun, High Commissioner and Permanent Representative of Nigeria, Mr. Young-Chin, Deputy Permanent Representative of the Republic of Korea and Mr. Houn-g-seob Kim, First Secretary and Focal Point of the Republic of Korea, Ms. N. Vitta, Deputy Permanent Representative and Focal Point of the United Republic of Tanzania, Mr. Zouheir Allagui, Ambassador and Permanent Representative of Tunisia, Mr. Francis Butagira, High Commissioner and Permanent Representative of Uganda and Mr. Paul Harvey, Deputy High Commissioner and Alternate Permanent Representative of the United Kingdom.

100. The Executive Director, welcoming the new members of the Committee, said that with so many new members in the Committee, one of the challenges ahead would be to provide continuity, as UNEP was also integrating new staff members. He joined the Chair in expressing his thanks to those who had served on the Committee and were leaving, who had given of their wisdom as well as firm backing from their Governments, during a dynamic period for UNEP.

Item 2: Adoption of the agenda

101. The provisional agenda, as set out in documents UNEP/CPR/84/1 and UNEP/CPR/84/1/Add.1, was adopted.

Item 3: Adoption of the minutes of the eighty-third meeting of the Committee of Permanent Representatives, held on 17 June 2003

102. The Committee approved and adopted as amended the minutes of the eighty-third meeting of the Committee of Permanent Representatives, held on 17 June 2003, as set out in document UNEP/CPR/84/2.

103. On the proposal of one representative, the Chair requested the secretariat to circulate a final version of approved minutes after each meeting of the Committee.

Item 4: Report of the open-ended working group on future sessions of the Governing Council/Global Ministerial Environment Forum

104. The Chair, in his capacity as chair of the open-ended working group, presented a report on the outcome of the work of the group. He recalled that the Committee, at its eighty-third meeting on 17 June 2003, had established an open-ended working group of the Committee to consider, inter alia, ways and means of improving future sessions of the Governing Council/Global Ministerial Environment Forum. He said that the group had held a total of five meetings on 15, 22, 24 and 31 July 2003, and on 15 August 2003. The result of the work of the group was contained in the document entitled "Recommendations of the Committee of Permanent Representatives to the United Nations Environment Programme for improving future sessions of the Governing Council/Global Ministerial Environment Forum". The document, containing 33 recommendations, had been circulated to all members of the Committee and was before the meeting for consideration and possible adoption by the Committee. He expressed his appreciation to all members of the working group for their constructive contributions and efforts towards the preparation of the document.

105. Many representatives took the floor to express their appreciation of the work of the working group and their readiness to adopt the recommendations contained in the document it had prepared.

106. Several representatives referred to the recommendation contained in paragraph 15 of the document under review, stating that a change had been made in the original text produced by the working group, possibly in the course of editing, namely, the insertion of the words "of each session". Other representatives pointed out that, with the insertion in question, the recommendation in paragraph 15 was virtually identical to the recommendation in paragraph 16. Some representatives were of the view that the original text, without the insertion, made it seem as if the Committee could undertake the task of clarifying the roles of the Governing Council and the Global Ministerial Environment Forum, a task which clearly would be exceeding the powers of the Committee. After a discussion of the point, a consensus emerged for the deletion of paragraph of paragraph 15 in its entirety.

107. One representative, referring to the recommendation contained in paragraph 29, said he hoped that the adoption of that recommendation would not prevent the reading of statements by ministers. One representative suggested two minor amendments to the text of a grammatical nature, which were to be taken into account during the formal editing of the document. One representative wished to know whether, in the case of the Committee adopting the recommendations before it, those recommendations could be changed in the future. The Executive Director said in response that the Committee was free to review its decisions, and could therefore in the future make additions or deletions in the light of its experience of working with those recommendations.

108. One representative requested that, in view of the recent news that the hole in the ozone layer in the southern hemisphere was larger than ever before, the Committee should be updated on the issue. In response the Executive Director said that a briefing would be given to the Committee before the fifteenth meeting of the Parties to the Montreal Protocol, to be held in Nairobi from 10 to 14 November 2003.

109. The Committee adopted the recommendations as amended, and expressed its appreciation of the report of the open-ended working group¹.

Item 5: Status of the preparation for the eighth special session of the Governing Council/Global Ministerial Environment Forum

110. Introducing this item, the Deputy Executive Director said that he was pleased to inform the Committee that the host country agreement in respect of the holding of the eighth special session of the Governing Council/Global Ministerial Environment Forum in Juhu, Republic of Korea, 29-31 March 2004, had been signed by Mr. Suk Jo Lee, Ambassador and Permanent Representative of the Government of the Republic of Korea, Vice President of the Governing Council, and by the Executive Director, immediately before the current meeting of the Committee.

111. He then drew the attention of the Committee to the document dated 3 September 2003 and entitled "Key elements of the recommendations of the Executive Director on the organization and

¹ The adopted recommendations are found in annex II to the present note.

structure of the eighth special session of the Governing Council/Global Ministerial Environment Forum". The document contained details of the proposed provisional agenda and timetable for the session, as well as the themes for the session. The Executive Director had recommended that the ministerial consultations, to be held in the plenary of the session on 29 and 30 March 2004, should facilitate policy dialogue on the thematic cluster of water, sanitation and human settlements, with a view to addressing the environmental dimension of those subjects and articulating it, in response to the agreed thematic cluster of the two-year programme of work of the Commission on Sustainable Development (CSD) for the period 2004-2005. The session would be preceded by two two-day special events, namely, the fifth Global Civil Society Forum and the Meeting for Capacity-Building for Integrated Policy Development and Implementation for Sustainable Development. He was pleased to inform the Committee that the preparation of documents for the special session was well under way, and consultations through regional forums would be held, to include regional specificities in the documentation.

112. In the discussion that followed, one representative said that the recommendations just endorsed by the Committee should be fully taken into account, particularly the recommendation in paragraph 4 of the document, which encouraged the secretariat to submit a list of possible draft decisions at least four months in advance of the Governing Council/Global Ministerial Environment Forum session; she said that the earlier the draft decisions were submitted to the Committee, the more its work would be facilitated. She also referred to the recommendations in paragraphs 24 and 27 of the document in question, dealing with the establishment of a structure for ministerial-level discussions, and the wrap-up session to explore the conclusions from each of the round tables. Several representatives said that it would be better to define first the purpose of the ministerial consultations, i.e. to look into the subjects of water, sanitation and human settlements, and then define the structure needed. One representative suggested that in order to facilitate active and interactive dialogues among the participants, consideration should be given to hold more than one roundtable discussions on the same topic at the same time.

113. The same representatives expressed their concern that whereas there was supposedly only one theme proposed, the secretariat had subdivided it into four sub-themes, namely, the environmental aspect of water and sanitation, capacity building, scientific assessment and production and consumption patterns, and there was a danger that that might lead to a lack of focus on the specific contribution of UNEP. In response to those concerns, the Executive Director clarified that he had discussed the matter with the new Chair of CSD to harmonize joint approaches to the main theme and together they had decided on various cross-cutting topics to be included for consideration, not least the issue of scientific assessment, which was extremely important.

114. The representative of the Republic of Korea said that his country had been pleased to sign the host country agreement for the eighth special session of the Governing Council/Global Ministerial Environment Forum and would strive to prepare every detail set out in the agreement. He welcomed the inclusion under provisional agenda item 4 (Assessment, monitoring and early warning: state of the environment) of topics specific to East Asia, including yellow sandstorms and other issues relating to small island developing States. He expressed the hope that the ministerial consultations would have an emphasis on a free inter-active discussion, so as to share the philosophical background of each country, rather than the reading of prepared texts, which might result in the consultations being bogged down. Several representatives agreed with this sentiment, and the Executive Director commented that, to deal with that difficulty, another way would have to be found, such as having two smaller parallel sessions of consultations or more round tables, as suggested by one representative. He warned the Committee, however, that the holding of two parallel sessions would have a high price tag, of about \$300,000. He also noted that the recommendation made in paragraph 26 of the document of recommendations by the Committee, that there should not be simultaneous meetings of the plenary session and the Committee of the Whole, would be strictly adhered to, and that would be an advantage for smaller delegations attending the session. Speaking of the expected outcome of the special session, he said that a final declaration was not being prepared; such a declaration could not be completely excluded, as it was for the Governments to decide whether they wished to have one; nevertheless, very specific recommendations to CSD would have to be part of the outcome.

115. The Committee took note with appreciation of the report submitted by the Deputy Executive Director.

Item 6: Implementation of the programme of work of UNEP and relevant decisions of the twenty-first and twenty-second sessions of the Governing Council/ Global Ministerial Environment Forum

116. Introducing the item, the Executive Director referred to the second progress report (April–June 2003) on the status of implementation of the decisions of the Governing Council/Global Ministerial Environment Forum adopted at its twenty-first session and twenty-second session, and a document entitled “Implementation plan of the decisions adopted at the twenty-second session of the Governing Council/Global Ministerial Environment Forum”. The two documents had earlier been circulated to the members of the Committee; the latter document, in matrix form, contained information that had not previously been included in the implementation plan provided to the Committee at its June meeting in the current year. He informed the Committee that the secretariat had prepared details on the human and financial resources to be deployed to implement the decisions of the twenty-second session of the Governing Council, and he drew the attention of the Committee to the fact that there were a number of decisions that would require additional extrabudgetary funding for their implementation, over and above what was available from the Environment Fund and what had already been raised directly from donors.

117. The Executive Director said that, having previously cleared the matter with the Bureau of the Committee, he would like the Committee to hear three reports by representatives of the secretariat, showing specific examples of current implementation activities. These were: the Tunza Strategy, a long-term strategy for engaging children and youth in environmental issues, which had been unanimously endorsed by the Governing Council in February 2003 as decision 22/18 II, and which included the launching of Tunza Magazine and the Tunza Trust Fund; UNEP actions in the context of decisions 22/2 V and 22/8 to provide advice and guidance, in coordination with other United Nations and non-governmental agencies, on the environmental aspects of an oil spill that had occurred in the port of Karachi, Pakistan, on 27 July 2003; pursuant to decision 22/1 III, collaboration with the World Conservation Monitoring Centre in establishing a network of collaborating centres to cooperate with the Centre in its work, and in establishing a joint programme of work under the title of “Proteus”, in a five-year joint effort with donor Governments and the private sector to improve the quality and accessibility of biodiversity information.

118. The representative of the United Kingdom said that he was pleased to inform the Committee that his Government had decided to contribute an amount of approximately £700,000 towards the post-conflict assessment mission in Iraq (decision 22/1 IV). Making reference to the document on implementation plan, he said that a greater focus on strategic priorities will allow UNEP to play to its strengths and increase its effectiveness, while avoiding duplications with other organizations, particularly with multilateral environmental agreements, and that such priority areas of UNEP should include environmental monitoring, assessment and early warning; chemicals, particularly the development of a strategic approach to international chemicals management; the Marrakech process on sustainable consumption and production, where the work of UNEP on clean production would be of particular relevance to the 2006-07 CSD thematic cluster of energy, climate change, industrial development and air pollution; the environmental aspects of the World Summit on Sustainable Development targets on water and sanitation; post-conflict assessment; and capacity building at the regional level, particularly in Africa. He also stated that UNEP should focus resources on its core strategic normative environmental mandate, and on elements of the Johannesburg Plan of Implementation where it had the skills and expertise, while working in close cooperation with other organizations within the United Nations system given the cross-cutting relevance of the environmental dimensions of sustainable development. He asked for more information on the use of funds from the Environment Fund for the Intergovernmental Panel on Climate Change, pursuant to decision 22/3 II. He also suggested that under the heading of decision 22/16 (Environment and cultural diversity), in the second column, it would be more appropriate to use the words “indigenous and local communities” instead of “indigenous peoples’ organizations”. The Executive Director expressed his thanks for the contribution approved for post-conflict assessment, and added that the information the representative had requested would be made available to him, and the Committee might have, if it so requested, a presentation on the implementation of any specific Governing Council decision.

119. One representative suggested that, on page 2 of the implementation plan document, in the first column, under the heading of decision 22/1 II, a reference to countries with economies in transition should be added, where mention had been made of supporting the participation of developing countries in the regular process for global reporting and assessment of the state of the environment. He also recalled that Central Asia suffered similar problems to Africa, and should not be overlooked in the implementation of decision 22/2 I (Water policy and strategy of UNEP). The same representative noted

that the UNEP web site was currently available in two of the official United Nations languages, and wished to know if there were plans to provide it in the other languages. In response the Executive Director said that the provision of the web site in all the languages was proceeding step by step, and French had been a recent addition.

120. In response to a query by another representative, the Executive Director gave some details of the role of UNEP in the second special session of the African Ministerial Conference on the Environment (AMCEN) held in Maputo, Mozambique, 9-10 June 2003, and its involvement in the adoption and plans for funding of the action plan of the environment initiative of the New Partnership for Africa's Development (NEPAD).

121. The representative of Japan, referring to decision 22/2 IIIB (Northwest Pacific Action Plan), said that he was pleased to report the recent signing of the agreement for the co-hosting of the Regional Coordinating Unit for the Action Plan for the Protection, Management and Development of the Marine and Coastal Environment of the Northwest Pacific Region (NOWPAP).

122. The Committee took note with appreciation of the reports submitted by the Executive Director and the secretariat.

Item 7: UNEP relations with the United Nations Office at Nairobi

Item 8: Status of the Environment Fund

Item 9: Report of the Executive Director on recent activities

123. Because of time constraints, items 7, 8 and 9 were not dealt with and were left in abeyance until the following meeting of the Committee, on 9 December 2003.

Item 10: Other matters

124. The Executive Director said that he wished to obtain the approval of the Committee to accept a voluntary contribution from the Bayer Company of \$1 million per year for three years in aid of youth education activities; according to rule 203.3 of the financial rules of the UNEP Fund, any voluntary contribution of over \$500,000 from a non-governmental organization might be accepted only with the approval of the Governing Council or its subsidiary body, the Committee of Permanent Representatives. The Committee took note of the request and gave its approval and the Chair expressed the thanks of the Committee to the Bayer Company.

125. One representative noted that on 30 July 2003 he had received from the secretariat 12 copies of the 2001 UNEP report on new projects. He wished to make the suggestion that such reports, to be useful, should be prepared and distributed closer to the year to which they relate, rather than one and a half years after the year in question. He further commented that 12 copies were many more than he needed.

126. One representative, welcoming the news of increased support for activities with young people, commented that in his view another pressing need was support for capacity-building for legislators, as the legislative arm of Governments would benefit greatly from education and training in environmental law.

127. The Chair informed the Committee that on 15 August 2003 the Executive Director had received the highest civilian award from the Brazilian Government, the Order of the Southern Cross, and he wished to offer congratulations on behalf of the Committee, and the Committee responded with a standing ovation.

Item 11: Closure of the meeting

128. Following the customary exchange of courtesies, the Chair declared the eighty-fourth meeting of the Committee of Permanent Representatives closed at 1.45 p.m. on Wednesday, 17 September 2003.

D. Minutes of the eighty-fifth meeting of the Committee of Permanent Representatives to the United Nations Environment programme, held on 9 December 2003

Item 1: Opening of the meeting

129. The meeting was opened at 10 a.m. on Tuesday 9 December 2003 by the Vice-Chair of the Committee of Permanent Representatives, Mr. Andrew Kiptoon, Ambassador and Permanent Representative of Kenya to the United Nations Environment Programme (UNEP).

130. The meeting was attended by 75 participants from 57 countries and one observer.

131. The Vice-Chair welcomed the following new members of the Committee: Mr. Zhang Shigang, Deputy Permanent Representative of China, Mr. Petr Kopriva, Ambassador and Permanent Representative of the Czech Republic, Mr. Emmanuel Mendoume Nze, Ambassador and Permanent Representative of Gabon, Mr. Votsis Michael-Demetris, Deputy Head of Mission and Deputy Permanent Representative of Greece, Mr. Surendra Kumar, High Commissioner and Permanent Representative of India, Mr. Pastor K. Bilima, Deputy High Commissioner of Malawi, Mr. Nicholas Kiddle, Deputy Permanent Representative of New Zealand, Ms. Tove Bruvik Westberg, Minister Counsellor and Deputy Permanent Representative of Norway, Mr. Mohamed Adel Smaoui, Ambassador Extraordinary and Plenipotentiary and Permanent Representative of Tunisia, Ms. Agnes Kalibala Kadama, Deputy Head of Mission and Deputy Permanent Representative of Tunisia and Mr. Ali Abdillah O. Atef, Chargé d'Affaires/Head of Mission and Permanent Representative of Yemen. He also bade farewell to the following representatives who had left or were leaving the Nairobi duty station: Mr. Cheng Weixue, Deputy Permanent Representative of China, Mr. Pierre Jacquemot, Ambassador and Permanent Representative of France, Ms. Jennifer Macmillan, Deputy Permanent Representative of New Zealand, Mr. Hameed Asghar Kidwai, High Commissioner and Permanent Representative of Pakistan and Mr. Abdulrahman Salem Bin Brek, Chargé d'Affaires/Head of Mission and Permanent Representative of Yemen.

132. The Executive Director, welcoming the new members of the Committee, said the secretariat would offer all the new members of the Committee its full cooperation. He added that a busy time lay ahead, and he looked forward to a continuing constructive and open exchange of views within the Committee, which facilitated the work of UNEP. He joined the Chair in expressing his thanks to those who had served on the Committee and were leaving, particularly Mr. Hameed Asghar Kidwai and Mr. Pierre Jacquemot, who had served as Chair and Vice-Chair of the Committee respectively, and who had contributed greatly to the work of the Committee and its working groups in the task of preparation for the eighth special session of Governing Council/Global Ministerial Environment Forum.

Item 2: Adoption of the agenda

133. The provisional agenda, as set out in documents UNEP/CPR/85/1 and UNEP/CPR/85/1/Add.1, was adopted.

134. At the suggestion of one representative, the Committee decided to consider agenda items 5 and 6 together, as they dealt with the same topic, namely, preparations for the eighth special session of the Governing Council/Global Ministerial Environment Forum. It was also agreed to consider logistical and organizational arrangements for the special session first, and afterwards deal with matters of substance.

Item 3: Election of the Chair and Vice-Chair of the Committee of Permanent Representatives to UNEP

135. Introducing this item, the Vice-Chair recalled that the term of office of the current Bureau of the Committee was for the period 1 July 2003 to 30 June 2005, and according to the established practice, the regional groups had nominated their candidates for the period 1 July 2003 to 30 June 2005, as follows: Chair, the Asian group; Vice-chairs: the African group, the Eastern European group and the Western European and Others group; and, Rapporteur, the Latin American and Caribbean group. Because of the early departure of the Chair, Mr. Hameed Asghar Kidwai (Pakistan) and a Vice-Chair, Mr. Pierre Jacquemot (France), fresh nominations had been made by the Asian group for the vacant post of Chair and the Western European and Others group for the vacant post of one of the Vice-Chairs.

136. On the basis of those nominations, the Committee then elected the following Bureau officers by acclamation:

Chair: Until 30 June 2005: Mr. Habeeb Mohamed Farook (Sri Lanka)

Vice-chair: Until 30 June 2005: Mr. Frédéric Renard (Belgium).

137. Upon his election, Mr. Habeeb Mohamed Farook, on the invitation of the Vice-Chair, Mr. Andrew Kiptoon, took over the Chair of the Committee. The new Chair then made a brief statement in which he thanked the Asian group for the confidence they had shown in him, and paid tribute to the work and achievements of his predecessor.

Item 4: Adoption of the minutes of the eighty-fourth meeting of the Committee of Permanent Representatives, held on 17 September 2003

138. The Committee approved and adopted as amended the minutes of the eighty-fourth meeting of the Committee of Permanent Representatives, held on 17 September 2003, as contained in document UNEP/CPR/85/2.

139. On the proposal of one representative, the Chair requested the secretariat to change the date in the masthead from 17 September 2003 to the date of the finalization of the adopted minutes by the secretariat.

Item 5: Report of the open-ended working group on preparation for the eighth special session of the Governing Council/Global Ministerial Environment Forum, as well as reports of Subcommittee I and Subcommittee II

Item 6: Status of the preparation for the eighth special session of the Governing Council/Global Ministerial Environment Forum

140. Introducing these items, the Executive Director recalled that a document containing the key elements of his recommendations on the organization and structure of the eighth special session of the Governing Council/Global Ministerial Environment Forum, including the suggested provisional agenda and timetable, had been presented at the eighty-fourth meeting of the Committee, held on 17 September 2003, and a revised version of the document, incorporating inputs from the Committee, had been presented to the Bureau of the Governing Council/Global Ministerial Environment Forum at its meeting on 24 November 2003. The Bureau had approved the recommendations, with the following exceptions: the focal areas through which the theme “Environment Dimension of Water, Sanitation and Human Settlements” would be addressed, and, the number of “roundtables” for the ministerial discussions. The following focal areas recommended by the secretariat were: ecosystem approaches in integrated water resources management, water and sanitation, and, water, poverty and health. The other principal issue had been whether to hold one or more roundtables at the meetings of the ministerial consultations. He recalled that a formal position on this matter, which had financial implications, had not yet been taken by Governments. His recommendation continued to be that ministerial-level discussions should be held through one roundtable only.

141. With regard to side events, and keeping in mind the recommendation by the Committee to keep the number of special events to a minimum, only one special event was envisaged during the lunch break for each of the three days, and one in the evening of the second day. These would be on the following topics: Technology Transfer in relation to Sanitation and Sustainable Development; Small Island Developing States: Dust and Sandstorms: and, Women and Water. The host country, the Republic of Korea, would hold two events: an exhibition on public relations for the country’s environmental policies and a presentation on outstanding environmental policies from around the world on the management of water, air, waste, etc.. He informed the Committee that as part of the preparation of documentation for the session/forum, UNEP would convene an intergovernmental consultation on strengthening the scientific base of UNEP, on 14 and 15 January 2004. Lastly, he appealed to countries that were in a position to do so, to provide financial contributions to support the participation of ministers from developing countries and countries with economies in transition.

142. At the invitation of the Chair, a representative of the Republic of Korea gave a brief presentation on the logistics of the organization of the session/forum on the part of the host country Government and the Provincial Government of Jeju. He noted that the Jeju International Convention Centre, where the session/forum was to be held, had been opened in March 2003, and detailed descriptions of the Centre could be found on the web site www.2004unepkorea.org. Some 1,000 -hotel rooms had been reserved

for participants in the forum/session and a Delegates Handbook had been prepared to provide all the necessary information for those attending, which his country's Embassy would make available to interested parties. In response to a query by one representative, he confirmed that ample equipment for photocopying, printing and Internet access would be available, but he had yet to confirm whether all those facilities would be free of charge or not.

143. With relation to the special event on Dust and Sandstorms, the representative of China expressed his country's interest and offered to provide the secretariat with any information it might require on the topic. He also welcomed any delegates who might wish to route their journey to Jeju via China, for which his country would provide any assistance that might be needed.

144. The Chair then invited the Executive Director to continue his presentation on the substantive preparations for the session/forum. The Executive Director gave the floor to a representative of the secretariat to make a presentation on those preparations. She started by recalling that the twenty-second session of the Governing Council had decided that the forthcoming Global Ministerial Environment Forum session should address, as one of its agenda items, the follow-up to the World Summit on Sustainable Development: contribution and inputs to the forthcoming session of the United Nations Commission on Sustainable Development (CSD), concentrating on reporting progress in the implementation of goals, commitments and targets related to water, sanitation and human settlements arising from Agenda 21 and other international conferences on the environment. For that reason, the Executive Director had decided that the forthcoming session/forum should focus on the environmental aspect of the agenda of the Commission on Sustainable Development at its twelfth session. She went on to detail the items on the provisional agenda of the session/forum, including agenda item 6, the item for ministerial consultations. On 28 November 2003, a "non-paper" had been circulated by the secretariat to members of the Committee to facilitate informal consultations on the forthcoming session/forum. She specified the purpose of the ministerial consultations under agenda item 6 as being to identify and recommend workable and replicable approaches, based on concrete experience, for expediting the implementation of the Millennium Development Goals and the outcomes of the World Summit for a selected number of topics as they related to the environmental aspects of water, sanitation and human settlements. The Executive Director in his earlier presentation had already described the focal areas for the discussions. She gave specific examples of each of these areas and of some cross-cutting issues, and described possible outcomes of the session/forum, including the summary by the Chair of the session/forum on the ministerial consultations. The secretariat would be relying on the Committee for suggested improvements to these substantive preparations and to solicit concrete country or ministerial inputs for the proposed three topics, including best practices that might be replicable.

145. In the discussion that followed, the representative of the European Union expressed her appreciation for the non-paper circulated to the members of the Committee on 28 November 2003. She said she was unable to comment on it, as views on it had not yet been received from capitals. She asked if the secretariat could provide a consolidated document incorporating that document and the "key elements" document presented on 3 September 2003. The Executive Director clarified that the document of 3 September 2003 merely represented an earlier draft, and recommended that the Committee should work on the document of 28 November 2003. The same representative noted that no list of draft decisions had been presented by the secretariat and she took this to mean that no decisions would be adopted by the session/forum. In response, the Deputy Executive Director said that as of November 2003, no draft decisions had been proposed by the secretariat, but he recalled that it was the sovereign right of Governments to propose draft decisions if they so wished. Lastly, the same representative, speaking on behalf of her country, said that her Government hoped that the ministerial-level segment would be conducted in an interactive and participative way, and ministers would be encouraged to contribute in a constructive manner.

146. Several representatives spoke in favour of having a specific output from the special session, while some others believed this was not necessary. The Executive Director said, in reference to this and previous comments, that it would be a challenge for the moderator of the ministerial discussions to make them pro-active and with open dialogue; after consultations with the host country, it was thought that the outcome would not be a negotiated text, but, since a summary of the outcome was needed, and that summary needed to have a name, the name "Jeju Compact" had been suggested; if, however the Governments represented at the special session wished to make a more formal declaration, it would be for them to so decide.

147. Some discussion took place about the need to include marine and coastal development in discussions on water, with some representatives in favour and some against, saying that the water issues were specific to each region and some regions had great concern for marine and coastal development.

The Executive Director said that in an ecosystem approach the relationship between freshwater and marine development needed to be considered. He stated that inputs of good practices and experiences from the various regions would be welcomed in the work of preparing for the session/forum; whatever was seen to be common could be highlighted and good solutions made known to other regions and used in the dialogues that had been planned.

148. Regarding inputs from civil society, several representatives stressed the importance of taking them into account, and several options for doing that were discussed. One representative recalled that it had been suggested in a subcommittee meeting that it could be very effective to have civil society represented by one person at the special session, to put forward the ideas of civil society organizations. The Deputy Executive Director, in response, said that there would be a special briefing of the Committee by the secretariat on this issue, and possibly a civil society forum, to be held one month before the special session, would provide an opportunity for Governments to take the viewpoints of civil society into account. He said also, in response to another query, that a fully-fledged intergovernmental strategy on support for capacity building contained too many elements and affected too many stakeholders to be formulated at this stage; it was an ongoing process, and the secretariat would present progress reports on the matter.

149. Mr. Andrew Kiptoon (Kenya), Vice-Chair of the Committee of Permanent Representatives and the chair of Subcommittee I, presented reports on the work of subcommittees I and II since the previous meeting of the Committee on 3 September 2003. Both subcommittees had been assigned consideration of advance unedited copies of documents for the eighth special session of the Governing Council/Global Ministerial Environment Forum, as they related to programme matters (Subcommittee I) and to budget and administrative matter (Subcommittee II). Both subcommittees had provided valuable suggestions to the secretariat to contribute to the finalization of the working documents for the eighth special session, touching on both the format and substance of the data to be presented. He expressed his appreciation to all members of the subcommittees for their constructive contributions and efforts towards the preparation of the documents.

150. Ms. Margarita Dieguez (Mexico), the Rapporteur of the Committee of Permanent Representatives, reported on the work of the open-ended working group on preparations for the eighth special session of the Governing Council/Global Ministerial Environment Forum and also on the work of joint Subcommittees I and II, which had met on 25 November 2003 to consider the draft of document UNEP/GCSS.VIII/5 (International environmental governance: Report of the Executive Director). The open-ended working group had been mandated to consider the organization and structure of the special session, and its discussions had, she said, provided substantial inputs in the preparation of the Executive Director's recommendations in that regard. She expressed her appreciation to the members of the Committee for the spirit of cooperation they had shown to the Bureau of the Committee in the work of the open-ended working group and joint Subcommittees I and II.

151. The Committee took note with appreciation of the reports submitted by the Executive Director and the secretariat and endorsed the reports of Subcommittees I and II, the open-ended working group and joint Subcommittees I and II.

Item 7: Implementation of the programme of work of UNEP and relevant decisions of the twenty-first and twenty-second sessions of the Governing Council/ Global Ministerial Environment Forum

152. Introducing the item, the Executive Director referred the Committee to the third progress report (July-September 2003) on the status of implementation of the decisions of the Governing Council/Global Ministerial Environment Forum adopted at its twenty-first session and twenty-second session, which had been circulated to the members of the Committee. The reports for the third quarter of 2003 concerning staffing, consultancies and institutional and corporate contracts had also been circulated to the members of the Committee. He noted that as of 30 September 2003, there were a total of 506 professional posts, of which 446 were occupied, and the vacant posts were under recruitment.

153. The Committee took note with appreciation of the reports submitted by the Executive Director and the secretariat.

Item 8: UNEP relations with the United Nations Office at Nairobi

154. Introducing the item, the Executive Director said that because of time constraints, he would highlight three topics: the "Three C's Policy" (Confidentiality, Counselling and Care for staff suffering from HIV/AIDS), in which many actions had been taken; the "FairPact Policy", guaranteeing fair

employment for contractors' employees based at the United Nations Nairobi complex; and, the construction of additional office facilities, including the recreation centre due to be completed by 30 June 2004. He also reported the successful holding of Staff Council elections of officials, who would have a two-year term in office, effective 1 January 2004.

155. The Committee took note with appreciation of the reports submitted by the Executive Director.

Item 9: Status of the Environment Fund

156. Introducing the item, the Executive Director gave a brief summary of the status report of the Environment Fund for the third quarter of 2003, which had been circulated to the members of the Committee at the beginning of November 2003. In 2002, 89 countries had pledged contributions of \$48.31 million, of which a total of \$48.28 million had been paid, leaving an unpaid balance of only \$30,000. With regard to 2003, he was pleased to inform the Committee that 113 countries had pledged contributions of \$47.48 million, of which \$43.51 had been paid. Based on the previous two years' performance and informal consultations with Governments, contributions to the Environment Fund were therefore projected at \$48.31 million for 2002 and \$52.69 million for 2003. He expressed his sincere appreciation to all Governments that had contributed to bring the projected total level of contributions to the Environment Fund to \$101 million for the biennium, 19 per cent higher than the level of contributions for the biennium 2000-2001.

157. One representative, speaking on behalf of a regional group, suggested to the secretariat that the agenda item on the status of the Environment Fund was of such importance that it merited moving to an earlier position in the agenda of meetings of the Committee. Another representative was of the same view, and added that the new voluntary indicative scale of contributions had been a key factor in the improvement of contributions to the Environment Fund.

158. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 10: Report of the Executive Director on recent activities

159. The Executive Director gave a brief summary of recent activities undertaken by the secretariat, which had included the opening, in Bangkok on 9 November 2003, of the first Preparatory Committee for the UNEP Strategic Approach to International Chemicals Management process, and the launch of GEO3 Central America in Panama, followed by the official opening of the high level segment of the fourteenth meeting of the Forum of Environment Ministers of Latin America and the Caribbean, also in Panama, on 24 November 2003. He noted that a meeting of African environment ministers to review the implementation of the environment component of the New Partnership for Africa's Development (NEPAD) would be held in Algiers on 15 and 16 of the current month.

160. The representative of Nigeria, speaking on behalf of the Africa group, said he wished to take the opportunity to appeal to the members of the Committee to encourage support for NEPAD, which had currently moved to the implementation stage.

161. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 11: Other matters

162. The representative of the Asia group informed the Committee that one of its members, the Ambassador and Permanent Representative of Thailand, would be leaving for Egypt very shortly, and the Asia group wished him well in his new posting. The Chair expressed the same sentiments on behalf of the Committee.

163. The Executive Director informed the members of the Committee that UNEP would be cooperating with the Swedish firm Volvo, which wished to sponsor a new environment prize for young people.

Item 12: Closure of the meeting

164. Following the customary exchange of courtesies, the Chair declared the eighty-fifth meeting of the Committee of Permanent Representatives closed at 1.25 p.m. on Tuesday, 9 December 2003.

E. Minutes of the extra-ordinary meeting of the Committee of Permanent Representatives to the United Nations Environment Programme, held on 26 February 2004

Item 1: Opening of the meeting

165. The meeting was opened at 10 a.m. on Thursday, 26 February 2004, by the Chair of the Committee of Permanent Representatives, Mr. Habeeb Mohamed Farook, High Commissioner and Permanent Representative of Sri Lanka to the United Nations Environment Programme (UNEP).

166. The meeting was attended by 81 participants from 61 countries.

167. The Chair welcomed the following new members of the Committee: Mr. Brito Sozinho, Ambassador and Permanent Representative of Angola, Mr. Hubert Fournier, Ambassador and Permanent Representative of France, Mr. Djismun Kasri, Ambassador and Permanent Representative of Indonesia, Mr. Hamid Tavoli, Deputy Permanent Representative of the Islamic Republic of Iran, Mr. Mohammed Amar, Ambassador and Permanent Representative of Morocco, Mr. Nicholas Kiddle, Deputy Permanent Representative of New Zealand and Mr. Syed Zahid Hussain, High Commissioner and Permanent Representative of Pakistan. He also bade farewell to the following representatives who had left or were about to leave the Nairobi duty station: Mr. Pierre Jacquemot, Ambassador and Permanent Representative of France, Mr. L. D. Ralte, Deputy Permanent Representative of India, Mr. Alireza Esmailzadeh, Deputy Permanent Representative of the Islamic Republic of Iran and Mrs. Jessie P. A. Ndisale, High Commissioner and Permanent Representative of Malawi, and said that their contribution to the work of the Committee had been greatly appreciated.

Item 2: Adoption of the agenda

168. The provisional agenda submitted by the secretariat was adopted.

Item 3: Report of the work of subcommittee I and joint subcommittees I and II concerning the eighth special session of the Governing Council/Global Ministerial Environment Forum

169. Mr. Janus Budai (Hungary), the rapporteur of subcommittee I reported on its work on behalf of the chair, Mr. Andrew Kiptoon (Kenya). He informed the Committee that the subcommittee had held four meetings since October 2003, to consider the advance unedited copies of documentation for the eighth special session of the Governing Council/Global Ministerial Environment Forum as they related to programme matters, and in particular to contribute to the finalization by the secretariat of the background paper for the ministerial-level consultation of that session, on water, sanitation and human settlements. He expressed his appreciation of the support and spirit of cooperation of the members of the subcommittee.

170. Mr. Habeeb Mohamed Farook, in his capacity as chair of Joint Subcommittees I and II, reported on the work of the Joint Subcommittees since the previous meeting of the Committee on 9 December 2003. The joint subcommittees had held two meetings, on 27 January and 19 February, to consider document UNEP/GCSS.VIII/5 (Overview of progress on international environmental governance: report of the Executive Director). The document provided a summary of actions taken or proposed on international environmental governance in the implementation of Governing Council decision 22/17 (Follow-up to General Assembly resolution 57/251 on the report of the seventh special session of the United Nations Environment Programme Governing Council/Global Ministerial Environment Forum), and decision SS.VII/1 on international environmental governance and the recommendations therein of the Intergovernmental Group of Ministers or Their Representatives on international environmental governance in the light of the Plan of Implementation of the World Summit on Sustainable Development.

171. Document UNEP/GCSS.VIII/5 covered the following issues: universal membership for the Governing Council/Global Ministerial Environment Forum; strengthening the scientific base of UNEP; an intergovernmental strategic plan for technology support and capacity building; strengthening the financing of UNEP; multilateral environmental agreements; and enhanced coordination across the United Nations system and the Environmental Management Group. In view of the wide range of issues contained in the document and their significant implications, and the divergent views expressed in the first meeting of the joint subcommittees, a second meeting had been held on 19 February to consider a revision to the document. The finalized document was being circulated in the course of the current meeting of the Committee, which reflected the discussion held during the joint subcommittee meetings.

In that regard, the Chair expressed his appreciation for the spirit of cooperation of members in the work of the joint subcommittees.

172. The representative of the Group of 77 and China when welcoming the revised version of document UNEP/GCSS.VIII/5, said that he would not be in favour of any action that privileged any aspect of the international environmental governance package set out in the document, but was pleased to note the strategic plan for technology support and capacity-building, and said that it had great importance for developing countries and countries with economies in transition. Several representatives supported his intervention. Several referred to the efforts being made by the New Partnership for Africa's Development (NEPAD), to strengthen capacity-building at regional and national levels, which constituted a practical area for consideration at the forthcoming eighth special session of Governing Council/Global Ministerial Environment Forum. One representative noted that many developing countries were parties to multilateral environmental agreements, but lacked the capacity to monitor those agreements. One representative expressed his concern that the first version of the addendum to the Executive Director's report had not mentioned countries with economies in transition in the section dealing with support for capacity-building and technical and technological support.

173. Several representatives referred to strengthening the scientific base of UNEP, and regretted that the scientific consultation held in January 2004 had not been able to reach a consensus on a possible map of mechanisms for evaluation in the field of the environment or for the possible establishment of an intergovernmental scientific panel; they believed, however, that the debate on that issue should continue.

174. Responding to points raised in the discussion, the Executive Director noted that while document UNEP/GCSS.VIII/5* had integrated as far as possible the recommendations of the Committee, the document was a report of the Executive Director, for which he had the ultimate responsibility. The final version of the report would include a reference to countries with economies in transition with regard to capacity-building and technical support, a point raised by one representative in the discussion.

175. The Committee noted with appreciation and endorsed the reports of the chairs of subcommittee I and joint subcommittees I and II.

Item 4: Status of the preparations for the eighth special session of the Governing Council/ Global Ministerial Environment Forum

176. The Deputy Executive Director introduced the issue of the presidency of the Governing Council/Global Ministerial Environment Forum. He explained that, as a result of the election of members of the Governing Council conducted by the General Assembly at its fifty-eighth session in November 2003, Uganda had ceased to be a member of the Governing Council as of 1 January 2004. The representative of Uganda had been elected President of the Governing Council at its twenty-second session, but as the term of office of the President expired upon the expiration of the term of membership of the member State of which he was the representative, he had ceased to be President on 1 January 2004. There was therefore a vacancy in the Bureau of Governing Council, and pursuant to rule 21 of the rules of procedure, the Bureau had designated one of its Vice-Presidents, Mr. Suk Jo Lee (Republic of Korea), to be acting President.

177. In the meantime the United Republic of Tanzania had indicated its readiness to step down for a year as a member of the Governing Council, in favour of Uganda, and the provisional agenda of the eighth special session had been revised to allow for a new election of a President of the Governing Council (document UNEP/GCSS.VIII/1/Rev.1). Several representatives spoke against this move, saying that to elect a President during a special session was against the rules of procedure. The Deputy Executive Director said in reply that the Office of the Legal Adviser in New York had been consulted on the matter of modalities and legalities attached to the stepping down of the United Republic of Tanzania in favour of Uganda, and about the holding of an election for President in the eighth special session, and the secretariat would inform members of the Committee of the outcome.

178. The Deputy Executive Director then introduced the agenda item on preparations for the eighth special session of the Governing Council/Global Ministerial Environment Forum. He first introduced a representative of the secretariat, who gave a short briefing on the four ministerial consultation sessions planned for the special session. She said that the first three sessions would address the following in turn: the ecosystem approach to integrated water management; water and sanitation; and water, health and poverty. The final session would try to distil key messages from the consultations, and a set of selected best practices. The final outcome was expected to be a short paper or message. Papers were

being solicited from countries of the various regions and these would be put on the web site before the meeting.

179. Continuing his briefing, the Deputy Executive Director informed the Committee that the Government of the Republic of Korea had now issued a revised handbook containing information for delegates. Turning to the ministerial consultations, he said that, in view of the strong interest expressed by Governments, the Executive Director had agreed that Governments could have two delegates attending the consultations. The facilitators for the consultations should come from among the delegations, and the Executive Director had already received some recommendations from Governments in that regard, which he would keep in view when deciding the designation of facilitators. He went on to describe the four side events on: technology transfer for sustainable production and consumption patterns; women, water and sanitation; UNEP and the small island developing States; and dust and sand storms. On behalf of the Executive Director, he thanked Denmark, Norway, Sweden and Switzerland for the support that they had offered to assist developing country participation.

180. One representative wished to know if all heads of delegations would be able to take part in the ministerial consultations, irrespective of rank. The Deputy Executive Director confirmed that they would and added that while two representatives could attend, only one would be permitted to speak.

181. One representative, referring to the distillation of key messages as an outcome, wished to know if these would be drafted in advance or during the meeting. The Deputy Executive Director replied that no messages would be drafted in advance, nor were there any draft decisions on substantive matters drafted in advance: it was for the ministers to do so if they so wished.

182. Several representatives wished to know if the committee of the whole in the eighth special session would come up with some draft decisions, and if so, whether these could be circulated in advance. The Deputy Executive Director replied that, as a sessional body of the Governing Council, the committee of the whole would submit its report to the plenary, and that report might include some draft decisions which would not be known in advance.

183. The representative of the Republic of Korea reported to the Committee that the logistics for the Jeju special session were proceeding well and he expressed his appreciation of the cooperation shown by the UNEP secretariat and the acting President of the Governing Council. He hoped that, with regard to water issues, common points and principles could be established in the session, as well as ideas and ways of mobilizing finance for their implementation. He said he was optimistic that one outcome would be a "Jeju Compact" or "Framework".

184. The Committee expressed its appreciation for the report by the Deputy Executive Director and the statement by the representative of the Republic of Korea.

Item 5: Other matters

185. The Chair gave the floor to the Deputy Executive Director to raise a matter on behalf of the Executive Director. The Deputy Executive Director informed the Committee that on 23 December 2003 the General Assembly had requested the Secretary-General to prepare a document on a United Nations strategic framework for the biennium 2006-2007, for submission to the General Assembly at its fifty-ninth session. The instructions required heads of funds and programmes systemwide to submit their plans for the biennium in question for review by the United Nations Economic and Social Council's Committee for Programme and Coordination, with a deadline of 15 February 2004. The UNEP secretariat had been consulting United Nations Headquarters on the matter and, when the consultations were concluded on 9 March 2004 or thereabouts, the secretariat would circulate the documentation to members of the Committee of Permanent Representatives, in the second week of March. He noted that such consultations should be completed by 22 March 2004, to enable the extended deadline, 2 April 2004 to be met.

186. Several representatives expressed their disappointment with the short time-frame allowed for consultations, which rendered consultations with capitals difficult, and wished to have assurances that changes to the documentation suggested by the Committee would be reflected in the documentation. In reply, the Deputy Executive Director said that the process could not have been started earlier because of the need to make preparations for the Jeju meeting. He said, however, that, within the time limits posed by the deadlines to be met, the views of the Committee members would, as far as possible, be reflected in the documentation. On that basis, the Executive Director expressed the hope that, when the paper from UNEP was submitted in New York, it would be backed by the Committee of Permanent Representatives.

187. The representative of France outlined an initiative of the President of France, namely, setting up an intergovernmental working group, with participants from 26 countries and the European Commission, to look into the possibility of UNEP becoming a “United Nations Environment Organization”, a United Nations specialized agency, as a move to strengthen and substantially improve international environmental governance. The initiative would take into account two existing processes: the reform of the United Nations system, proposed by the Secretary-General, and the recommendations on international environmental governance adopted in Cartagena in February 2002 and endorsed by the World Summit on Sustainable Development in September 2002. In the summer of 2004, the working group could present an interim report to the Secretary-General, prior to drawing up the international environmental governance report to be submitted to the General Assembly. For the sake of transparency, UNEP and the Committee of Permanent Representatives would be kept informed of the progress of the working group.

Item 6: Closure of the meeting

188. Following the customary exchange of courtesies, the Chair closed the extraordinary meeting of the Committee of Permanent Representatives to UNEP at 12.50 p.m. on Thursday, 26 February 2004.

F. Minutes of the eighty-sixth meeting of the Committee of Permanent Representatives to the United Nations Environment Programme, held on 15 April 2004

Item 1: Opening of the meeting

189. The meeting was opened at 10 a.m. on Thursday, 15 April 2004, by the Chair of the Committee of Permanent Representatives to the United Nations Environment Programme (UNEP), Mr. Habeeb Mohamed Farook, High Commissioner and Permanent Representative of Sri Lanka to UNEP.

190. The meeting was attended by 57 participants from 49 countries and one observer.

191. The Chair welcomed the following new members of the Committee: Mr. Stanislas Nsabuwanka, Ambassador and Permanent Representative of Burundi, Mr. Adel Mohamed Abdulrasul Hassan Hayat, Ambassador and Permanent Representative of Kuwait, Mr. Ibrahim S. Zahkem, Honorary Consul General and Permanent Representative of Liberia, Mr. Melvin H. Chalobah, Honorary Consul and Permanent Representative of Sierra Leone and Mr. Akrasid Amatayakul, Ambassador and Permanent Representative of Thailand. He also bade farewell to the following representatives who had left or were leaving the Nairobi duty station: Mr. Emmanuel Rwamibango, Ambassador and Permanent Representative of Burundi, Mr. Hamad Al-Nassar, Chargé d’Affaires and Permanent Representative of Kuwait, Mr. Seth Kamazi, Ambassador and Permanent Representative of Rwanda, Mr. Fuad A. Sasso, Honorary Consul and Permanent Representative of Sierra Leone, Mr. Charivat Santaputra, Ambassador and Permanent of Thailand and Mr. M.S.H. Sarakikya, High Commissioner and Permanent Representative of the United Republic of Tanzania.

192. The Executive Director joined the Chair in welcoming the new members of the Committee and in expressing his gratitude to those who had left, saying that it had been a great pleasure to work with such eminent representatives of countries. He paid special tribute to Mr. Mirisho H. Sarakikya (United Republic of Tanzania) for his long and active period of service as a member of the Committee, and in particular for his contribution to the work of the Bureau for the eighth special session of Governing Council/Global Ministerial Environment Forum, and his useful intervention in the matter of the election of a new President of the Governing Council.

Item 2: Adoption of the agenda

193. The provisional agenda, as set out in documents UNEP/CPR/86/1 and UNEP/CPR/86/1/Add.1, was adopted.

Item 3: Adoption of the minutes of the eighty-fifth meeting and the extra-ordinary meeting of the Committee of Permanent Representatives, held on 9 December 2003 and 26 February 2004, respectively

194. The Committee approved and adopted as amended the minutes of the eighty-fifth meeting and the extraordinary meeting of the Committee of Permanent Representatives, held on 9 December 2003 and 26 February 2004, respectively.

Item 4: Report of Subcommittee II

195. The Chair of Subcommittee II reported on the work of the Subcommittee. Since the previous meeting of the Committee on 26 February 2004, the Subcommittee had held one meeting, on 14 April 2004. The meeting had elected Mrs. Magdalene Williams (South Africa) as the rapporteur of the Subcommittee. It had begun the first part of its work, namely discussion on the proposed United Nations strategic framework for the period 2006-2007: part two: biennial programme plan 2006-2007; programme 11: Environment, in order to produce a report on behalf of the Committee; the Subcommittee would also thereafter consider the proposed biennium budget and programme of work of UNEP for the period 2006-2007.

196. The Chair informed the Committee that the Subcommittee would produce a revised version of the proposed strategic framework reflecting the views and comments of the members of the Committee, and proposed to replace the revised version with the UNEP input to the strategic framework which had been submitted to the United Nations headquarters in February. He said that the Subcommittee had agreed on a schedule of four meetings in April, so as to conclude the first part of its work in its meeting of 28 April 2004. As there would be no meeting of the Committee prior to the conclusion of the first part of its work of the Subcommittee, he sought a mandate for Subcommittee II from the Committee to approve on the latter's behalf the revised version of the UNEP input to that framework.

197. The Committee agreed to entrust to Subcommittee II the finalization of the revised version of the UNEP input to that framework, and noted with appreciation the report of the Chair on the work of Subcommittee II.

Item 5: Review of the outcome of the eighth special session of the Governing Council/Global Ministerial Environment Forum

198. Under the item, the Executive Director began his review of the eighth special session of the Governing Council/Global Ministerial Environment Forum by saying that the special session had achieved its objectives and in several respects had exceeded expectations. The participation of 145 member States of the United Nations had been a record, and those attending had included some 98 ministers or deputy ministers. He thanked the Government of the Republic of Korea, which had made extraordinary efforts to overcome the logistical difficulties and to facilitate the formal meetings and special events, and had provided conference facilities of outstanding architectural elegance and had established new standards of hospitality.

199. He described two meetings held prior to the session/forum, on 27 and 28 March 2004. One had been a meeting of senior officials on designing policies for promoting sustainable development and implementation, organized by the UNEP Division of Technology, Industry and Economics (DTIE) and it had focused on the vital trade-environment link. That meeting had been attended by representatives of some 48 governments, as well as of multilateral environment agreements, United Nations agencies, academic institutions and many intergovernmental, international, regional, national, and non-governmental organizations. Participants had discussed the challenges and shortcomings of current capacity-building programmes and how to best support the implementation of multilateral environment agreements, and had made a range of recommendations for the future work of UNEP on capacity-building and to ensure the consistency and complementarity of economic and trade policies and to integrate environmental considerations into national planning policies. The other event had been the Global Civil Society Forum, which had had over 200 civil society participants, and which had adopted a global civil society statement that had been later presented at the eighth special session of the Governing Council/ Global Ministerial Environment Forum.

200. He recalled that the position of President of the UNEP Governing Council had become vacant because Uganda, which had held the Presidency, had not been re-elected as a member of the Governing Council in the election conducted by the General Assembly at its fifty-seventh session late in 2003. The election of a new President had therefore been placed on the agenda for the eighth special session of the Governing Council/Global Ministerial Environment Forum. When the item had come up, a consensus had been reached and Mr. Arcadio Nyagazwa, Minister of State for the Environment in the Office of the Vice-President of the United Republic of Tanzania had been unanimously elected President of the Governing Council.

201. The Jeju session/forum had met in plenary as well as in plenary in the form of ministerial consultations and in meetings of the Committee of the Whole. The ministerial consultations had been chaired by the new President of the Governing Council and facilitated by some ministers of environment who had served as co-moderators. No declaration had been adopted, but a document

entitled the “Jeju Initiative” contained the President’s summary of the ministerial consultations, and had listed the key points of discussion. It had listed the significant partnerships and best practices related to water and sanitation, water and sanitation linkages and interrelationships between water, poverty, health and human settlements. The concluding part of the paper had listed the participants’ expectations with regard to the roles of UNEP and other United Nations agencies. He said he believed the Jeju Initiative paper would provide an appropriate contribution to the political debate that would be organized under the umbrella of the twelfth session of the Commission on Sustainable Development.

202. The Committee of the Whole had held discussions on item 4 of the agenda, on assessment, monitoring and early warning, on item 5, on the outcomes of intergovernmental meetings of relevance to the Governing Council/Global Ministerial Environment Forum, and on item 7, on international environmental governance. Decisions reached by the Committee of the Whole had included an “omnibus” decision on matters related to international environmental governance and separate decisions on Small Island Developing States, waste management and regional annexes. One of the components of the decision on international environmental governance had called for the preparation of an intergovernmental strategic plan for technology support and capacity-building, and had included a proposal to establish a high-level open-ended intergovernmental working group with a mandate to prepare such a plan for consideration at the twenty-third session of the Governing Council. He proposed to hold the first intergovernmental meeting on the matter in New York in the second half of June, taking advantage of the participation of government delegates at the forthcoming session of the United Nations Economic and Social Council (ECOSOC). The second intergovernmental meeting should be held in Nairobi in early September, immediately after the intergovernmental meeting on Mauritius on Small Island Developing States, taking advantage of the attendance of a large number of delegates attending that conference. A third intergovernmental meeting could possibly be held, if funding permitted, in November 2004 in Indonesia, responding to the kind offer of the Government of that country to host the meeting. He suggested that the Permanent Representatives could also contribute to the process.

203. The representative of the Republic of Korea took the floor to say that, as representative of the host country of the eighth special session, he expressed the gratitude of his Government to the Executive Director, the secretariat and the members of the Committee for their active participation in what had been a very successful meeting. He noted that some 60 officers from the secretariat and 30 members of the Committee had attended the special session. He said that his Government hoped that the Jeju Initiative would contribute substantially to the work of the Commission on Sustainable Development in matters connected with water, sanitation and human settlements.

204. Many representatives wished to put on record their gratitude to the people and Government of the Republic of Korea and expressed the satisfaction of their Governments with the outcome of the eighth special session, which several representatives said had reaffirmed the role of UNEP in relation to the environmental dimension of sustainable development. Several representatives also added that the Jeju Initiative was a balanced document, reflecting the concerns of all the regions of the world, and said that their Governments were ready to help to ensure its implementation, as active donors and participants in the plan for technology transfer and capacity-building.

205. The “omnibus” decision on international environmental governance, especially its section III (Intergovernmental strategic plan for technology support and capacity-building), attracted comments from many representatives, most of who welcomed and endorsed the process proposed by the Executive Director and expressed their readiness to commence work on it immediately in the relevant subcommittee of Committee of Permanent Representatives. In its regard, several representatives regretted that the Committee had not seen the draft of the decision beforehand, which would have made the work on it in the special session easier.

206. One representative said that, while congratulating UNEP on the success of the special session, and thanking the host country for its excellent preparations for the meeting, her delegation was not happy with the negotiations on international environmental governance in the special session, as such a lengthy document required more time for consultations, and she recalled that the secretariat had been asked at subcommittee meetings and specifically at the meeting of the Committee on 26 February 2004 to inform the members of the Committee of any draft decisions planned for the special session. If a similar situation arose in the future, she would like to ask the secretariat to work with the Committee of Permanent Representatives in Nairobi on such draft decisions, even if they had not been foreseen four months in advance or were not available six weeks before the meeting at which they were to be considered. Her delegation had been surprised at the circulation of an information document entitled “Ministerial appeal: time to act to meet the 2005 International Water Resource Management target”, as that document had not been shared with the Committee in advance, nor had it been discussed with

ministers at Jeju, and still had not appeared on the UNEP Jeju web site. Finally she wished to remind the secretariat that paragraph 44 of the report of the eighth special session of Governing Council/Global Ministerial Environment Forum needed to be corrected, as the Chair of that session and also the Executive Director had noted, to show that the President's summary of discussions had not been a negotiated document. She asked the secretariat to avoid implying, in such cases, that all participants shared the views expressed.

207. One representative stressed the important role to be played in capacity-building by regional and subregional organizations, and made a special plea for the latter to be helped to build their capacities.

208. One representative suggested that ways should be considered to give more attention to key 'emerging issues' agenda item at future sessions of the Governing Council/Global Ministerial Environment Forum, and he stated that one way of doing that might be to link it more closely with the GEO process.

209. One representative commended the side event on women, water and the environment, organized by Sweden and UNEP, and said that it had facilitated dialogue on the need for a greater role for women in water governance and management.

210. One representative, noting that the United Nations Development Programme (UNDP) was the lead agency on capacity-building and that having a formal agreement with that Programme was essential in making a strategic plan, as called for by the "omnibus" decision adopted at the eighth session of the Governing Council/Global Ministerial Environment Forum, wished to know from the Executive Director what stage negotiations for a memorandum of understanding between UNEP and UNDP had reached.

211. In response to points raised in the discussion, the Executive Director said that he was hopeful that the memorandum of understanding between UNDP and UNEP could be concluded at the time of the forthcoming ECOSOC meeting in June 2004. Referring to calls for the integration of the United Nations family on environment matters, the instrument to steer that would be the Environment Management Group, with the co-leadership of UNEP and UNDP. He assured the representative who had raised the issue that UNEP was indeed interested in regional and subregional concerns and would study and take them into account in preparation for the twenty-third session of the Governing Council. Regarding the intergovernmental process for a strategic plan for technology support and capacity-building, it would be helpful if the Committee could begin work on this straight away. Referring to the information document on the 2005 international water resource management target, mentioned by one representative, he would see to it. Finally, speaking in general terms, he recommended that the topics for discussion and draft decisions should be restricted to a minimum number in ministerial consultations, so as to allow for better consultations by the ministers attending.

212. The Committee noted with appreciation the response of the Executive Director.

Item 6: Schedule of the meetings of the Committee of Permanent Representatives to UNEP for 2004

213. Introducing the item, the Chair drew the attention of the Committee to a paper showing the tentative schedule of meetings for the Committee, which had been circulated earlier by the secretariat.

214. One representative noted that the eighty-eighth meeting of the Committee had been provisionally scheduled for 16 September 2004, and requested the secretariat to choose another date, as the date of 16 September clashed with the holding of the World Urban Forum, which would take place 13-17 September 2004.

215. Several representatives wished to know when Subcommittee II would begin work on the UNEP programme of work and budget. A representative of the secretariat said in reply that Subcommittee II should finalize its review of the work programme and budget by the end of August, and the Committee would approve that review during the month of September 2004.

216. The Committee took note of the proposed schedule of meetings and approved it as amended.

Item 7: Implementation of the programme of work of UNEP and relevant decisions of the twenty-first and twenty-second sessions of the Governing Council/ Global Ministerial Environment Forum

217. Introducing the item, the Executive Director referred the Committee to the fourth quarter progress report (October -December 2003) on the status of implementation of the decisions of the Governing Council/Global Ministerial Environment Forum adopted at its twenty-first session and twenty-second session, which had been circulated to the members of the Committee. The reports for the fourth quarter of 2003 concerning staffing, consultancies and institutional and corporate contracts had also been circulated to the members of the Committee.

218. The Committee took note with appreciation of the reports submitted by the Executive Director and the secretariat.

Item 8: UNEP relations with the United Nations Office at Nairobi

219. Introducing the item, the Executive Director said that he was pleased to announce that a new service agreement had just been signed between UNEP, the United Nations Programme for Human Settlements (UN-HABITAT) and the United Nations Office at Nairobi (UNON). He then gave an outline of the establishment planned by UNEP of an administrative service centre for Europe to be based in Geneva, to provide effective administrative services to the offices of the UNEP secretariat in Europe, which currently had offices located in Geneva, Paris, the Hague and Brussels. Apart from saving on administrative costs, the centre would give better service to these UNEP offices, in providing personnel services, accounting, procurement, mail and pouch and other services, which had been provided by the United Nations Office in Geneva (UNOG). Another factor that had prompted a revision of the current arrangement had been a new technical solution allowing UNEP offices in Geneva to online access to accounting software in Nairobi and therefore to up-to-date information compared to the current time-lag of one month. It was anticipated that additional resources needed to establish the centre would be fully offset by the reduction in the annual bill of UNOG. The move would be completed in phases during the current year and would be fully operational by January 2005, and by June 2005 would be fully implemented for Paris and The Hague. He also informed the Committee that the Executive Committee of the Multilateral Fund for the Implementation of the Montreal Protocol had decided that the financial accounting of this financial instrument would continue to be handled by UNEP, and it would in future pay for the services provided by UNEP.

220. The Committee took note with appreciation of the reports submitted by the Executive Director.

Item 9: Status of the Environment Fund

221. Introducing the item, the Executive Director referred to document UNEP/GCSS.VIII/INF/9 (Execution of the budget of the United Nations Environment Programme in the biennium 2002-2003), which had been distributed prior to the eighth special session of the Governing Council/Global Ministerial Environment Forum, held in Jeju in March 2004. The document had given detailed information on the performance of the Environment Fund, trust funds, earmarked and other contributions during the biennium 2002-2003. Because of time constraints, he said he did not propose to summarize or elaborate on the document.

222. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 10: Report of the Executive Director on recent activities

223. The Executive Director gave a brief summary of recent activities undertaken by him and by the secretariat since the previous regular meeting of the Committee of Permanent Representatives, held on 9 December 2003. He briefly highlighted some of these activities. They had included a meeting on 20 January 2004 with the Oger International Team, the architectural firm designing the new buildings for UNEP; the signing of the first common act of the Northwest Pacific Action Plan (NOWPAP) by the parties in the Republic of Korea on 16 February 2004; the presentation of the second Zayed International Prize for the Environment, awarded to the British Broadcasting Corporation at a ceremony in Dubai on 24 February 2004; the launching, jointly with the host city, Nairobi, of the Nairobi Dam project on 4 March 2004; the Millennium Assessment Board meeting, held in Nairobi on 10 March 2004; and, the extraordinary meeting of the Conference of the Parties to the Montreal Protocol, held in Montreal on 24 March 2004, which had been able to settle issues connected with methyl bromide. A

preparatory meeting of ministers to review the various positions on methyl bromide had been held earlier in March in Buenos Aires, and the Executive Director paid tribute to the helpful intervention of Ambassador Raúl Estrada of Argentina in preparing for the Montreal Protocol meeting.

224. The representatives of the Russian Federation and of China took the floor to pay tribute to the work of UNEP and the cooperation of the other NOWPAP member States, the Republic of Korea and Japan, on the occasion of the opening of NOWPAP offices, and to reaffirm their support for NOWPAP.

225. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 11: Other matters

226. Several representatives took the floor to express their appreciation of the increasing cooperation between UNON and UNEP. One representative requested a meeting of the Committee to meet the principal officers of UNON, while another expressed his hope that consideration would be given, in regard to the new accommodation and offices being built, to providing some office facilities for the members of the Committee.

227. One representative, referring to the forthcoming meeting of the African Ministerial Conference on the Environment, said that, within the framework of the New Partnership for Africa's Development (NEPAD), there was a great need for education and training in environmental law, especially through support for university law faculties in Africa.

Item 12: Closure of the meeting

228. Following the customary exchange of courtesies, the Chair declared the eighty-fifth meeting of the Committee of Permanent Representatives closed at 12.40 p.m. on Thursday, 15 April 2004.

G. Minutes of the eighty-seventh meeting of the Committee of Permanent Representatives to the United Nations Environment Programme, held on 1 July 2004

Item 1: Opening of the meeting

229. The meeting was opened at 10 a.m. on Thursday, 1 July 2004, by the Vice-Chair of the Committee of Permanent Representatives to the United Nations Environment Programme (UNEP) at its eighty-seventh meeting, Mr. Frédéric Renard, Ambassador and Permanent Representative of Belgium to UNEP, deputizing for the Chair, Mr. Habeeb Mohamed Farook, who was indisposed.

230. The Acting Chair expressed the best wishes of the Committee to Mr. Farook for a speedy recovery, and sought the approval of the Committee to write to Mr. Farook on its behalf and on his own behalf, to convey those sentiments.

231. The meeting was attended by 67 participants from 50 countries and one observer.

232. The Chair welcomed the following new members of the Committee: Mr. Purshottam Dass Deputy Permanent Representative of India, Mr. Scott E. Omene, High Commissioner and Permanent Representative of Nigeria, Ms. Bernarditas C. Muller, Deputy Permanent Representative of Philippines, Mr. Przemyslaw Bobak, Deputy Permanent Representative of Poland, Mr. Per Sjönell, Deputy Permanent Representative of Sweden, Mr. Arthur Mattli, Deputy Permanent Representative of Switzerland and Mr. Volodymyr Zabihailo, Ambassador and Permanent Representative of Ukraine. He also bade farewell to the following representatives who had left or were leaving the Nairobi duty station: Mr. Zbigniew Sawicki, Deputy Permanent Representative of Poland and Mr. Jonas Westerlund, Deputy Permanent Representative of Sweden.

233. The Executive Director joined the Chair in conveying his best wishes for the recovery to health of Mr. Farook, and, in welcoming the new members of the Committee, said that their cooperation would be very constructive and helpful in the work of UNEP. He also expressed his wholehearted gratitude to those who had left the Nairobi duty station.

Item 2: Adoption of the agenda

234. The provisional agenda, as set out in documents UNEP/CPR/87/1 and UNEP/CPR/87/1/Add.1, was adopted.

Item 3: Adoption of the minutes of the eighty-sixth meeting of the Committee of Permanent Representatives, held on 15 April 2004

235. The Committee approved and adopted as amended the minutes of the eighty-sixth meeting of the Committee of Permanent Representatives, held on 15 April 2004.

Item 4: Report of Subcommittee II and that of the open-ended working group of the Committee of Permanent Representatives on the preparation of an intergovernmental strategic plan for technology support and capacity-building

236. The acting Chair of the Committee, Mr. Frédéric Renard (Belgium), in his capacity as chair of Subcommittee II, reported on the work of the Subcommittee. Since the previous meeting of the Committee on 15 April 2004, the Subcommittee had held six meetings, in continuation of the work it had begun on 14 April 2004, namely, discussions on the proposed United Nations strategic framework for the period 2006-2007: part two: biennial programme plan 2006-2007; programme 11: Environment. The UNEP input to the strategic framework had been submitted to United Nations Headquarters in February 2004, without having been seen by the Committee, given the tight deadline for its submission. The Committee had agreed, at its meeting on 15 April 2004, to entrust to Subcommittee II the finalization and approval of a revised version of that UNEP input to the strategic framework, reflecting the views and comments of the members of the Committee. The outcome of those discussions had been forwarded to the Executive Director on 11 May 2004, in the form of a transmittal letter, together with an attachment containing a revised version of the UNEP input to the strategic framework. In its consideration of the new version, the Subcommittee had reached consensus on all but two specific points, identified in the Chair's transmittal letter to the Executive Director. Nevertheless, a broad consensus had been reached on a wide range of issues, the Chair said he believed the resulting revision had been an improvement to the originally submitted UNEP document. He was looking forward to hearing from the secretariat on the actions taken following the submission of the outcome of the work of the Committee to the process of the Committee for Programme and Coordination.

237. The acting Chair of the Committee, in his capacity as co-chair of the Committee's working group on an intergovernmental strategic plan for technology support and capacity-building, and in the absence of the Chair, Mr. Carlos Gamba (Colombia), also reported on the work of that working group. During discussions at its three meetings, on 5 and 19 May and 2 June 2004, as well as through the written submissions of members of the Committee, the working group had identified questions and issues concerning the proposed intergovernmental strategic plan, and had presented the outcome of its work to the Executive Director in a letter from Mr. Carlos Gamba dated 11 June 2004, together with a report of the working group of the Committee on the intergovernmental strategic plan. A copy of that letter and the accompanying report was before the Committee. The co-chair said he was looking forward to hearing a report by the Executive Director on the outcome of the first session of the High-level Open-ended Intergovernmental Working Group of the Governing Council/Global Ministerial Environment Forum on an Intergovernmental Strategic Plan for Technology Support and Capacity-building, held in New York on 25 June 2004.

238. The Deputy Executive Director gave a brief presentation on the outcome of the meeting of the United Nations Committee for Programme and Coordination, held in New York on 18 June 2004, which he had attended on behalf of UNEP. He recalled that the submission of the UNEP input to the strategic framework process had been forwarded to New York on 12 May 2004, and the Office of Programme Planning, Budget and Accounts in New York had issued the document on 17 May 2004. One permanent representative of UNEP had pointed out that the document issued on 17 May 2004 had some eight changes in the text, compared to the text forwarded from Nairobi. He went on to say that he had made reference, in his statement to the meeting, to the consultations that had been held by UNEP concerning the strategic framework input, and the points that had been made by the UNEP Committee of Permanent Representatives concerning some changes, and he had indicated the differences between that originally submitted and the revised version, reflecting the views and comments of the Committee of Permanent Representatives. At the meeting, an extensive discussion had been held, in which some 15 delegations spoke, and a number of delegations made suggestions for changes to the text. The Committee for Programme and Coordination had decided to approve the strategic framework, and the suggestions made for changes would be accommodated by holding informal consultations, in which the Budget Office, the delegations and the UNEP secretariat would take part. When finalized, the document

would be forwarded to the Economic and Social Council, where it was not expected to be the subject of substantive discussions, and thereafter it would be submitted to the Fifth Committee of the General Assembly. In closing, he expressed his gratitude to the Committee for its invaluable contribution to the process.

239. The Executive Director reported to the Committee on the first session of the High-level Open-ended Intergovernmental Working Group on an Intergovernmental Strategic Plan for Technology Support and Capacity-building, held at United Nations Headquarters in New York on 25 June 2004. He noted that over 100 delegates from some 70 Governments, including several ministers, had attended the meeting, which had been chaired by the President of the UNEP Governing Council, Mr. Arcadio Ntagazwa (United Republic of Tanzania). The Group noted that there would be two additional sessions, to be held in September in Nairobi and in Indonesia in early December, and at its future sessions Ms. Idunn Eidheim (Norway) and Mr. Bagher Asadi (Islamic Republic of Iran) would serve as co-facilitators for the deliberations of the Working Group. The Group had noted the intention of the President of the Governing Council to produce a Chair's text or "building blocks" for the draft intergovernmental strategic plan, to be circulated in early August 2004. Delegates had expressed their appreciation of the ongoing process for the preparation of an intergovernmental strategic plan, and had re-emphasized the UNEP mandate to undertake technology support and capacity-building. They had highlighted the importance for the plan to have country ownership based on each country's needs assessment, so that the plan would respond to the actual demand in countries and would address the regional dimensions of the issues. In summary, the secretariat was confident that the preparation of the intergovernmental plan was on the right track to make further progress.

240. Many representatives took the floor to express their concern that the dates proposed for the second session of the Intergovernmental Working Group, 13–15 September 2004, would clash with the dates of the UN-Habitat World Urban Forum, to be held in Barcelona, Spain, 13–17 September 2004. Several representatives urged a change of dates for the second Working Group session to 2–4 September, to avoid such a clash, as many of the members of the Committee had intended to participate in the World Urban Forum. The Executive Director said in response to the discussion that at the Working Group session UNEP had proposed the dates of 2–4 September 2004, but that had not been accepted, and the dates 13–15 September 2004 had been proposed from the floor, whereupon the President and Bureau of the Governing Council had accepted those dates. In the circumstances, he believed that the final decision should be taken by the President of the Governing Council, and so he proposed to revert to the President for a decision on the dates for the next session of the Working Group. This proposal was accepted by the acting Chair on behalf of the Committee.

241. The representative of Indonesia expressed his concern that the third session of the Intergovernmental Working Group, to be held in Indonesia in early December 2004, might have a clash of dates with the First Review Conference of the States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Antipersonnel Mines and Their Destruction, to be held in Nairobi, from 29 November to 3 December 2004. He indicated that his Government would be flexible in setting the date of the third session of the Intergovernmental Working Group, and he asked the Executive Director to bear that in mind in his forthcoming consultation with the President of the Governing Council regarding the dates of sessions of the Working Group.

242. One representative said that the intergovernmental strategic plan was key to his and all African countries. He recalled that the African Ministerial Conference on the Environment had just concluded its meeting in Libyan Arab Jamahiriya, on 30 June 2004, and he hoped that the outcome of that meeting would be taken into account in preparing the strategic plan, and noted that the environment initiative of the New Partnership for Africa's Development (NEPAD) had a strong capacity-building component.

243. The reports of the chairs of Subcommittee II and of the Committee's working group on the intergovernmental strategic plan were adopted by the Committee, and the reports by the Executive Director and the Deputy Executive Director were noted with appreciation by the Committee.

Item 5: Schedule of meetings of the Committee of Permanent Representatives to UNEP for the remainder of 2004

244. Introducing the item, the Deputy Executive Director drew the attention of the Committee to a paper showing the tentative schedule of meetings for the Committee for the remainder of 2004, which had been circulated earlier by the secretariat. He informed the Committee that the secretariat was currently preparing documentation for the twenty-third session of the Governing Council/Global Ministerial Environment Forum, especially the 2006–2007 biennial work programme and budget, a document on which should be ready for circulation to members of the Committee by 15 July 2004.

Consideration of the work programme and budget for the biennium 2006–2007 by Subcommittee II would begin in the first week of September 2004. He recalled that the deadline for budget submission to the Advisory Committee on Budgetary and Administrative Questions (ACABQ) was 1 October 2004.

245. In reply to a query by one representative regarding when the Committee could have a first indication of the issues to be discussed in the twenty-third session of the Governing Council/Global Ministerial Environment Forum, the Deputy Executive Director said that the provisional agenda had been approved by the Council at its twenty-second session, and needed to be annotated. He added that the secretariat would consult Subcommittee II on the work programme and budget, as well as the preparation of regional annexes. Subcommittee I would deal with policy matters. The Executive Director noted that the focus or topic of the twenty-third session of the Governing Council/Global Ministerial Environment Forum would be “emerging issues”, in the light of the three years that would have passed since the World Summit on Sustainable Development, and ten years since the Beijing Conference.

246. The Committee noted with appreciation the reports of the Executive Director and the Deputy Executive Director.

Item 6: Implementation of the programme of work of UNEP and relevant decisions of the twenty-second session of the Governing Council/ Global Ministerial Environment Forum

247. Introducing the item, the Executive Director drew the attention of the Committee to the progress report for the first quarter of 2004 on the status of implementation of decisions of the Governing Council/Global Ministerial Environment Forum adopted at its twenty-second session. He said the document could be viewed in conjunction with document UNEP/GCSS.VIII/6, submitted to the Jeju session, which had been an overview of progress in the implementation of the Governing Council decisions as called for at its twenty-second session.

248. He noted that the reports for the first quarter of 2004 concerning staffing, consultancies and institutional and corporate contracts had also been circulated to the members of the Committee.

249. One representative wished to know, in regard to the strengthening of the scientific base of UNEP, what developments had taken place since the eighth special session of the Governing Council/Global Ministerial Environment Forum. A representative of the secretariat said that, based on recommendations from the intergovernmental consultations on the strengthening the scientific base of UNEP, a decision of the eighth special session had asked for an evaluation report, and the secretariat was in the process of developing that, as well as strengthening the Global Environment Outlook process.

250. One representative wished to have some information about activities relating to environmental emergencies outside of Africa. The Executive Director said that the secretariat was working closely with the Government of Japan in the organization of the United Nations Conference on Disaster Reduction, to be held in Kobe, Japan, 18–22 January 2005. He also gave some details about the work of the UNEP International Environmental Technology Centre, as well as the UNEP Post-Conflict Assessment Unit in Geneva.

251. One representative asked for details of the UNEP human resources recruitment policy, and requested a breakdown of staffing figures by gender. The Executive Director replied that UNEP followed the general United Nations system recommendations on recruitment procedures. The secretariat took note of the request for a breakdown of staffing figures by gender.

252. The Committee noted with appreciation the reports of the Executive Director.

Item 7: UNEP relations with the United Nations Office at Nairobi

253. Introducing the item, the Executive Director recalled his announcement, at the previous meeting of the Committee, that a new service agreement had been signed between UNEP, the United Nations Programme for Human Settlements (UN-Habitat) and the United Nations Office at Nairobi. He said that the UNEP administrative service centre for Europe based in Geneva, to provide effective administrative services to the offices of the UNEP secretariat in Europe, had now been set up. He also reported that the recreation centre being built by the United Nations Office at Nairobi in Gigiri would be completed in the second week of September 2004. The new 15,000 square meters office block planned for Gigiri would be completed in 2006.

254. Several representatives voiced their concerns about the vacant post of Ombudsman, as the previous incumbent had retired in December 2002, and had not been replaced. The Executive Director responded that the matter was under negotiation with United Nations Headquarters, as the post had to be integrated into the overall United Nations system. The acting Chair observed that the Executive Director had the full backing of the Committee to continue to press the matter until it was resolved.

255. The Committee noted with appreciation the report submitted by the Executive Director.

Item 8: Status of the Environment Fund

256. Introducing the item, the Executive Director referred to the report on the status of the Environment Fund for the first quarter of 2004, which had previously been circulated to the members of the Committee. He then gave an update of the current financial situation, and drew the attention of the Committee to the tables which had just been circulated at the present meeting. For 2004, 70 countries had to date pledged contributions of \$34.2 million, as shown in table 1. A total of \$20.4 million had been paid, leaving an unpaid balance of only \$13.8 million. Based on the past two years' performance, it was estimated that additional contributions of \$21.8 million would be received for 2004, as shown in table 2. The level of contributions to the Environment Fund projected for 2004 was therefore \$56 million, and the same amount for 2005, bringing the totals level of contributions to the Environment Fund for the biennium to \$112 million. That was 11 per cent higher than the level of contributions in 2002–2003, but was still lower than what had been originally projected (\$115 million) in the budget presentation in February 2003. The total resources available to the Environment Fund for 2004–2005 were estimated at \$126.4 million, as shown in table 2.

257. With respect to the use of the Environment Fund resources for 2004–2005, the Governing Council at its twenty-second session had approved total appropriations of \$130 million, consisting of \$110 million for the Environment Fund programme, \$5 million for the Fund programme reserve and \$15 million for the biennial support budget, as shown in table 3. The projected available resources of \$126.4 million were still short compared with the appropriations approved by the Governing Council. Based on the projection of the availability of resources, he had issued the initial 2004 allocations for Fund programme activities at 97 per cent of the annual appropriations, i.e. \$53.3 million, and \$2.5 million, or 100 per cent, for the Fund programme reserve. The 2004 allocations for the Environment Fund support budget were issued at the level of 90 per cent of the annual appropriations approved by the Governing Council, i.e., \$6.75 million.

258. The representative of the Netherlands informed the Committee that its contribution to the Environment Fund of close to \$6 million had been paid very recently and hence had not been reflected in the tables prepared by the secretariat. He also referred to the mention of special accounts in table 6 in the status of the Environment Fund report on the first quarter of 2004, and requested further information on the special account reference to Global Environment Facility (GEF) funding, regarding the use of those funds. The Executive Director replied that detailed information on the use of GEF funds would be made available by the secretariat.

259. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 9: Report of the Executive Director on recent activities

260. Introducing the item, the Executive Director gave a summary of recent activities undertaken by him and by the secretariat since the previous regular meeting of the Committee of Permanent Representatives, held on 15 April 2004. He briefly highlighted some of these activities, which had included his participation in the opening of the African Ministerial Conference on the Environment (AMCEN), held in the Libyan Arab Jamahiriya, on 29 June 2004, and attendance by the Deputy Executive Director at a fund-raising dinner for the Great Apes Survival Project, held in London on 24 May 2004.

261. One representative referred to the ministerial session of the conference on progress made in the phase-out of leaded gasoline in sub-Saharan Africa, held in Nairobi on 7 May 2004, which the Executive Director had attended. The Conference had served to demystify the issue of phasing out leaded gasoline and had shown that at no great cost it was possible to achieve this phase-out. His country and other countries in Africa were committed to that task. He also commended the UNEP presence in Nigeria arising from the memorandum of understanding between UNEP and the Government of Nigeria for the third phase of GEF project funding.

262. The acting Chair noted that future reports on activities of the secretariat would include a report by the Deputy Executive Director on his activities.

263. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 10: Other matters

264. The representative of France gave an update on activities relating to the French initiative for the strengthening of UNEP and its possible transformation into a United Nations global environment organization. He emphasized the fact that the initiative was not in competition with UNEP, but sought ways of strengthening it. The working group on the initiative consisted of 25 representatives of countries and the European Commission. In the five meetings of the group held to date, the group had formed an overview of the state of play of international environmental issues and had a full picture of the existing system, including the needs of developing countries. The group would next proceed to a second phase, in meetings to be held in Nairobi and New York, in which it would examine the issues and goals in greater depth according to a thematic breakdown, and seek to identify specific solutions. The French delegation would be pleased to listen to any opinions or comments concerning the initiative.

265. The acting Chair clarified that the French initiative was not financed from the UNEP budget, and the Executive Director noted that he had asked the head of the UNEP office in New York to participate in the New York meetings of the working group, in case information about UNEP was required by the group.

266. The Executive Director informed members of the Committee that the United Nations Secretary-General, Mr. Kofi Annan, would be visiting Nairobi on 7 and 8 July 2004, and a lunch had been arranged for 7 July 2004 in Gigiri, to provide an opportunity for the members of the Committee to meet the Secretary-General.

Item 12: Closure of the meeting

267. Following the customary exchange of courtesies, the Chair declared the eighty-seventh meeting of the Committee of Permanent Representatives closed at 12.45 p.m. on Thursday, 1 July 2004.

H. Minutes of the eighty-eighth meeting of the Committee of Permanent Representatives to the United Nations Environment Programme, held on 1 September 2004

Item 1: Opening of the meeting

268. The meeting was opened at 10 a.m. on Wednesday, 1 September 2004, by the Chair of the Committee of Permanent Representatives to the United Nations Environment Programme (UNEP), Mr. Habeeb Mohamed Farook, High Commissioner and Permanent Representative of Sri Lanka to UNEP.

269. The meeting was attended by 74 participants from 56 countries and one observer.

270. The Chair welcomed the following new members of the Committee: Mr. Syeed Ahmed, High Commissioner and Permanent Representative of Bangladesh, Mr. Thomas Kjaergaard, Deputy Permanent Representative of Denmark, Mr. Walter von den Driesch, Deputy Head of Mission and Deputy Permanent Representative of Germany, Rev. Julien Kaborem, Deputy Permanent Observer of the Holy See, Mr. Benson M. Tembo, High Commissioner and Permanent Representative of Malawi, Ms. Bernaditas C. Muller, Deputy Permanent Representative of Philippines, Mr. George William Kayonga, Ambassador and Permanent Representative of Rwanda, Mrs. Florence Tinguely Mattli, Counsellor and Deputy Permanent Representative of Switzerland and Ms. May a Han, Deputy Permanent Representative of the United States of America. He also bade farewell to the following representatives who had left or were leaving the Nairobi duty station: Ms. Lene Volkersen, Deputy Permanent Representative of Denmark, Mr. Brunon Brommer, Deputy Permanent Representative of Germany, Rev. Michael Crotty, Deputy Permanent Observer of the Holy See, Mr. Seyed Ahmad Serajzadeh, Ambassador and Permanent Representative of Iran, and Mr. Lee McBride, Deputy Permanent Representative of the United States of America.

271. The Executive Director joined the Chair in welcoming the new members of the Committee, and he thanked the departing members for their cooperation, saying that the Committee had benefited from their dedication and knowledge.

Item 2: Adoption of the agenda

272. The provisional agenda, as set out in documents UNEP/CPR/88/1 and UNEP/CPR/88/1/Add.1, was adopted.

Item 3: Adoption of the minutes of the eighty-seventh meeting of the Committee of Permanent Representatives, held on 1 July 2004

273. The Committee approved and adopted as amended the minutes of the eighty-seventh meeting of the Committee of Permanent Representatives, held on 1 July 2004.

Item 4: Status of the preparation of the twenty-third session of the Governing Council/Global Ministerial Environment Forum

274. Introducing the item, the Executive Director said that the work of the Committee was vital in the preparations for the twenty-third session of the Governing Council/Global Ministerial Environment Forum, in particular the series of meetings of Subcommittee II planned for the month of September 2004, to make recommendations regarding the biennial programme and support budget for 2006-2007 and to enable UNEP to make timely submission to the Advisory Committee on Administrative and Budgetary Questions (ACABQ). The ministerial consultations in the forthcoming session will address the implementation of the internationally agreed development goals of the Millennium Declaration within the context of gender and environment and policy issues related to water, sanitation and human settlements. The theme would support the Beijing + 10 review session and the five-year review of the goals of the Millennium Declaration, to be held in New York in 2005. He noted that from 11 to 13 October 2004 in Nairobi, UNEP would host the first Global Women's Assembly with the theme "Environment: Fighting Poverty", in conjunction with a meeting organized by the Network of Women Ministers of the Environment, convened by the Swedish Minister of Environment. Apart from adopting a manifesto on women and the environment, the Assembly would be forwarding recommendations to the forthcoming Governing Council session.

275. A matrix entitled "Structure of Documentation for the Twenty-third Session of the Governing Council/Global Ministerial Environment Forum, Nairobi, 21–25 February 2005" had been circulated to members of the Committee. With regard to the preparation of draft decisions by the Committee the relevant subcommittees would meet during the months of November and December; the secretariat had anticipated a total of eight draft decisions addressing 12 topics. He said that the documents for the session/forum would be distributed as unedited advance copies by 27 December 2004, and in their final form by 10 January 2005, six weeks before the session/forum, in keeping with rule 28 of the Rules of Procedure of the Governing Council.

276. One representative asked if any topics had been selected for the special session of Governing Council/Global Ministerial Environment Forum, to be held in 2006. The Executive Director said that the development of a strategic approach to international chemicals management should be finalized by 2006, and the theme of chemicals management would be included in the 2006 special session.

277. A representative wished to have further information about the planned Global Women's Assembly on the environment and its possible input to the twenty-third session of the Governing Council/Global Ministerial Environment Forum. A representative of the secretariat gave a brief presentation on the Assembly and its aims, and said that one or two of the issues discussed at the Assembly would be selected and presented at the ministerial consultations of the session/forum.

278. Several representatives wished to know how the invitations to the Global Women's Assembly had been distributed, and one representative also expressed concern about the overlapping of the dates for the Assembly and the session of the General Assembly in New York. The Executive Director replied that invitations to attend the Assembly had been distributed in close cooperation with the UNEP regional directors, and missions would be informed of the persons invited from their countries. Regarding overlapping, he said that while every effort had been made to minimize the overlapping of meetings, there was a huge problem of timing involved, which was impossible to solve completely.

279. A representative said that the Executive Director had referred to the 2005 General Assembly session and its consideration and review of the Millennium Development Goals; in that regard, the topics proposed for the twenty-third session of the Governing Council/Global Ministerial Environment Forum would result in an important contribution to that review, but UNEP might wish to make a wider contribution to the process, and, for that reason, he would like to see a list of suggested actions and draft decisions. The Executive Director responded by saying that while the gender issue would be an

important part of the UNEP contribution to the review, the consideration and finalization of the draft decisions by the Committee would give an opportunity to the members of the Committee to provide further inputs. The list of suggested actions will be submitted to the Committee by 21 October 2004, in keeping with recommendation 4 of the recommendations of the Committee of Permanent Representatives for improving future sessions of the GC/GMEF.

280. One representative suggested that it would be useful if the outcome of the meeting of the Network of Women Environmental Ministers and the Global Women's Assembly meeting could be made available to missions. The Chair said that the secretariat would take note of the suggestion.

281. The Committee took note with appreciation of the reports submitted by the Executive Director and the secretariat.

Item 5: Schedule of meetings of the Committee of Permanent Representatives to UNEP for the period September 2004 to December 2004

282. Introducing the item, the Chair drew the attention of the Committee to a paper showing the tentative schedule of meetings for the Committee for the period September 2004 to December 2004, as proposed by the Bureau following its meeting on 4 August 2004, and a second paper showing the revised schedule of work of Subcommittee II in September 2004 in the preparation of the proposed budget and programme of work for the biennium 2006–2007. The Chair sought and obtained the agreement of the Committee to entrust the consideration and endorse on its behalf of the draft proposed budget and work programme to Subcommittee II, prior to its submission to ACABQ at the end of September 2004.

283. One representative expressed his concern that, in the schedule of work of Subcommittee II, the period 13 to 17 September 2004 had not been left clear of meetings to avoid a clash with the meeting of the World Urban Forum. A representative of the secretariat pointed out that the items specifying the dates of 14, 15 and 16 September 2004 did not refer to meetings of Subcommittee II, but only to dates for the submission of feedback from the Committee members. Several representatives raised the point that if the members of the Committee were not in Nairobi, they could not submit comments. In view of that, it was decided to defer the decision on the schedule of work of Subcommittee II until its meeting on Monday, 6 September 2004.

284. One representative said that the follow-up to the second session of the High-level Open-ended Intergovernmental Working Group on an Intergovernmental Strategic Plan for Technology Support and Capacity-building, to be held in Nairobi from 2 to 4 September 2004, might require a further meeting of the Committee in October 2004. The Executive Director said that UNEP was committed to delivering a revised document to the Bali session of the Intergovernmental Working Group in December, and therefore, depending on the completion of that document, he agreed that it might be useful to have a meeting of the Committee in October to review the document.

285. The Committee took note of the proposed schedules of meetings and approved them as amended, with the proviso that Subcommittee II would finalize its programme of work on 6 September 2004.

Item 6: Implementation of the programme of work of UNEP and relevant decisions of the twenty-second session of the Governing Council/ Global Ministerial Environment Forum

286. Introducing the item, the Executive Director referred the Committee to the second quarter progress report (April–June 2004) on the status of implementation of the decisions of the Governing Council/Global Ministerial Environment Forum adopted at its twenty-second session and its eighth special session, which had been circulated to the members of the Committee. He informed the Committee that the report for the third quarter of 2004 would be distributed to the Committee members prior to the eighty-ninth meeting of the Committee, to be held in December 2004, and would also be issued as an information document for the twenty-third session of the Governing Council/Global Ministerial Environment Forum. The reports for the second quarter of 2004 concerning staffing, consultancies and institutional and corporate contracts had also been circulated to the members of the Committee.

287. One representative recalled that a request had been made at the previous meeting of the Committee for a gender breakdown of the UNEP staff, and wished to know if this was ready. The Executive Director replied that figures showing the gender distribution of the staff of UNEP would be circulated shortly to the members of the Committee.

288. The Committee took note with appreciation of the reports submitted by the Executive Director and the secretariat.

Item 7: UNEP relations with the United Nations Office at Nairobi

289. Introducing the item, the Executive Director said that he intended to organize a special meeting of the Committee, jointly with UN-HABITAT, to discuss matters related to UNON and the building of the recreation centre and the new office block. In the December meeting of the Committee he would return to the position of a UNEP administrative service centre for Europe to be based in Geneva, to provide effective administrative services to the offices of the UNEP secretariat in Europe. He also wished to have a specific meeting with the Committee on this matter at a later date.

290. One representative wished to have an update on the possible filling of the post of Ombudsman, which had received mention in the previous meeting of the Committee. In response, the Executive Director informed the Committee that while the terms of reference for the post had been decided upon by the Office of Legal Affairs in New York, UNEP had been informed that the Headquarters budget had no funding for the post in the current biennium. UNEP would consider the options of cost sharing with other United Nations agencies in Nairobi, or, possibly, make a provision for the post for UNEP alone in the first half of the year 2005. In the meantime, a vacancy for the post would be advertised.

291. One representative asked if UNON might now receive further support from the regular budget of the United Nations. The Executive Director noted that the regular budget support for UNON had previously been about 36 per cent of its total budget, and currently was 51 per cent. There was an ongoing discussion of this level of support for UNON, keeping in mind that the support given from the regular budget for similar offices in Geneva and Vienna was of the order of 90 per cent.

292. In response to a query by one representative, the Executive Director clarified that the social recreation centre planned by UNON would be open to UNEP staff and also to the UNEP "diplomatic family".

293. One representative asked whether the new office block would provide office accommodation for members of the Committee. The Executive Director replied that at the present time, he could not begin to address the issue owing to the acute shortage of space at the Gigiri complex and the need to accommodate the United Nations Agencies presently located outside the complex. He added that, once the new office blocks were constructed, the issue could perhaps be revisited.

294. The Committee took note with appreciation of the reports submitted by the Executive Director and the secretariat.

Item 8: Status of the Environment Fund

295. Introducing the item, the Executive Director recalled that the status report of the Environment Fund for the second quarter of 2004 had been circulated in July 2004. He gave an update on the current financial situation, reflected in the tables before the Committee.

296. With regard to the status of the Environment Fund in the current biennium, 82 countries had pledged contributions of \$46.5 million for 2004, and a total of \$35.3 million had been paid, leaving an unpaid balance of \$11.2 million. Based on previous performance and informal consultations with Governments, it had been estimated that additional contributions of \$10.8 million would be received for 2004. The projected level of contributions to the Environment Fund for 2004 was therefore \$57.36 million, thereby bringing the total projected level of contributions to the Environment Fund to \$114.7 million for the biennium. That was \$13.7 million or 14 per cent higher than the level of contributions for 2002-2003, and was very close to the figure originally estimated (\$115 million) in the budget presentation in February 2003.

297. However, the total resources available to the Environment Fund for 2004-2005 were estimated at \$129.1 million. These included: an opening fund balance of \$11.4 million as at 1 January 2004, projected contributions of \$114.7 million and miscellaneous income of \$3 million.

298. On the use of the Environment Fund resources for 2004-2005, the Governing Council had, at its twenty-second session, approved total appropriations of \$130 million, consisting of \$110 million for the Environment Fund Programme, \$5 million for Fund Programme reserve and \$15 million for the biennial support budget, as shown in table 3. The projected available resources of \$129.1 million therefore fell slightly short of the appropriation approved by the Governing Council. Based on that projection of the availability of the Environment Fund resources, he had therefore issued the 2004 allocations for Fund Programme activities at the level of 96.4 per cent of the annual appropriation approved by Governing Council, namely, \$53 million, and \$2.5 million or 100 per cent for Fund Programme reserve. Allocations for the Environment Fund support budget had been issued at the level of 90 per cent, namely \$6.75 million.

299. On the expenditures side, there was a total projected expenditure of \$64.25 million for 2004, consisting of \$57.5 million for Fund Programme and Fund Programme Reserve activities, representing 89 per cent of the total Environment Fund expenditure, and \$6.75, or 11 per cent, for the support budget. This would result in a projected carry-over fund balance of \$0.65 million at the end of the biennium.

300. The current overall situation relating to trust funds, trust fund support budget and counterpart contributions was presented in table 4, complementing the detailed information presented in annexes V to VIII of the status report circulated to the members of the Committee in July 2004. For trust funds directly supporting the UNEP programme of work, the biennium income was projected to reach \$70.7 million, while expenditures were estimated at \$90.7 million, thereby reducing the carry-over. The trust funds support income in 2004-2005 was projected to be \$19.3 million and expenditures \$19.4 million. For earmarked (or counterpart) contributions directly supporting Environment Fund Programme activities, the level of biennium income was estimated at \$30 million, while expenditures were estimated to reach \$45 million, also reducing the carry-over.

301. The various sources of funding projected for UNEP for the biennium 2004-2005 would therefore be as follows: Environment Fund, 43.5 per cent; trust funds, 30.7 per cent; earmarked contributions, 15.2 per cent; trust fund support, 6.6 per cent and United Nations regular budget, 4 per cent.

302. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 9: Report of the Executive Director on recent and forthcoming activities

303. Introducing the item, the Executive Director gave a brief summary of recent activities undertaken by him, the Deputy Executive Director and the secretariat since the previous regular meeting of the Committee of Permanent Representatives, held on 1 July 2004. He highlighted the Tunza International Children's Conference, held in New London, Connecticut, United States of America, from 19 to 23 July 2004, organized by UNEP in cooperation with the International Coalition for Children and the Environment (ICCE) and funded by the Mashantucket Pequot Tribal Nation. He described events attended during his visits to Peru and Mexico in July 2004, and to Turkey and Iran in August 2004. On 18 August 2004, he had signed on behalf of UNEP a memorandum of understanding with the Economic Cooperation Organization. On 26 August 2004, he and the Deputy Executive Director had attended a signing ceremony for a framework agreement between UNEP and the Democratic People's Republic of Korea. He noted that the Democratic People's Republic of Korea would participate in the following Governing Council session and would contribute to the Environment Fund. In Nairobi on 6 August 2004, he had also attended the commemoration of the bomb blast at the United States embassies in Nairobi and Dar-es-Salaam.

304. He also briefly highlighted some forthcoming activities, which included: the first meeting of the Conference of the Parties to the Rotterdam Convention, to be held in Geneva from 20 to 24 September 2004; the event to be held in Beijing, 27-29 September 2004, for the awarding of the Sasakawa Environment Prize and the holding of a panel discussion with previous winners of the Prize; the second session of the Preparatory Committee for the Development of a Strategic Approach to International Chemicals Management, to be held in Nairobi, 4-8 October 2004; the inauguration of the Toyama and Busan offices of the Northwest Pacific Action Plan (NOWPAP) on 1 and 2 November 2004; and, the third session of the High-level Open-ended Intergovernmental Working Group on an Intergovernmental Strategic Plan for Technology Support and Capacity-building, to be held in Bali, Indonesia, 2-3 December 2004.

305. One representative asked if the Executive Director or the secretariat would raise any special issues at the forthcoming session of the United Nations General Assembly. A representative of the secretariat replied that while there were no new specific issues to be raised, the General Assembly, in a fresh approach aimed at streamlining the session, would be clustering related topics in its deliberations, and would consider, on 18 October 2004 and during the following three or four days, the cluster of environment and sustainable development. During that consideration by the General Assembly, attention would undoubtedly be given to the issue of the possible universal membership of the UNEP Governing Council and to a resolution relating to the outcome of the eighth special session of the Governing Council/Global Ministerial Environment Forum, held in Jeju, Korea, in March 2004.

306. The Committee took note with appreciation of the report submitted by the Executive Director.

Item 10: Other matters

307. Several representatives referred to the weekly security updates issued by the UNON Security Service and asked for these to be circulated to the members of the Committee. The Chair requested the secretariat to take note of the request. The representative of Kenya told the Committee that his Government took the matter of security very seriously, and had set up a special wing of the Kenya Police Force to deal with security issues for diplomatic and UNEP staff and their families and residences. He said that suggestions concerning the improvement of security would be welcomed.

308. One representative, speaking on behalf of the group of Latin American and Caribbean countries, referred to the second session of the High-level Open-ended Working Group on an Intergovernmental Strategic Plan for Technology Support and Capacity-building to be held from 2 to 4 September in Gigiri, and noted that, since there would be a strong regional content to the Plan, it would be useful to allow time at the beginning of the session for regional consultations. The Executive Director said in reply that he would bring the suggestion to the attention of the President of the Governing Council, who would be chairing the session. The same representative noted that a meeting had been planned for 20 September 2004 in Germany on international environmental governance and he requested further information regarding that meeting and its expected outcome. The representative of Germany clarified that the meeting would be an expert-level meeting on the way forward to a United Nations Environment Organization and had no direct connection with UNEP.

309. The Executive Director offered his congratulations to Greece on the very successful holding of the Olympic Games and also to China on the selection of Beijing as the venue for the 2008 Games. The representative of Greece thanked the Executive Director for his congratulations to Greece and informed the Committee that UNEP had contributed to the strong environmental dimension of the Games. The representative of China, also thanking the Executive Director, said that his Government wished the 2008 Games to be called the "Environmental Olympics".

Item 11: Closure of the meeting

310. Following the customary exchange of courtesies, the Chair declared the eighty-eighth meeting of the Committee of Permanent Representatives closed at 12.10 p.m. on Wednesday, 1 September 2004.

Annex II

Recommendations of the Committee of Permanent Representatives to the United Nations Environment Programme for improving future sessions of the Governing Council/Global Ministerial Environment Forum

Introduction

1. At its eighty-third meeting, on 17 June 2003, the Committee of Permanent Representatives to UNEP established an open-ended Working Group of the Committee to consider, inter alia, ways and means of improving future sessions of the Governing Council/Global Ministerial Environment Forum and, towards this end, of ensuring effective consultation and cooperation between the Bureau of the Governing Council, the Committee of Permanent Representatives and the UNEP secretariat, with a view to increasing the effectiveness of international cooperation in the area of the environment.

2. The recommendations as contained in the annex are addressed to the Bureau of the Governing Council, the Committee of Permanent Representatives to UNEP and the UNEP secretariat, without prejudice to the rules of procedure of the Governing Council. These recommendations were adopted by the Committee of Permanent Representatives at its eighty-fourth meeting on 17 September 2003 on the understanding that they could be re-visited as appropriate by the Committee of Permanent Representatives in the future.

I. Preparatory phase of Governing Council/Global Ministerial Environment Forum sessions

A. Organization of the work of Committee of Permanent Representatives subcommittees

1. The organization of the meetings of the Committee of Permanent Representatives subcommittees should be improved by preparing a schedule of meetings in advance, distributing clear agendas which identify the documents to be discussed under each item, and ensuring that all relevant documentation is circulated two weeks in advance in both hard copy and electronic form.
2. The agendas of the meetings of the subcommittees should be shortened and streamlined: each agenda item should cover one subject only and should include only one draft decision, if a draft decision is necessary.

1. Preparation of draft decisions

3. The proposal for the provisional agenda, date and, where appropriate, venue for special and regular sessions of the Governing Council/Global Ministerial Environment Forum should be prepared in advance by the Committee of Permanent Representatives.
4. A comprehensive list of all possible draft decisions to be submitted by the secretariat should be circulated to the Committee of Permanent Representatives at least four months in advance of the Governing Council/Global Ministerial Environment Forum, with an explanation of why each is needed. As a rule, draft decisions should not be submitted unless there is an identified need.
5. States wishing to submit draft decisions should be encouraged to do so well in advance of each session of the Governing Council/Global Ministerial Environment Forum.
6. Draft decisions should be clustered by subject and content.

2. Documentation

7. Documentation should be prepared early and a quality check should be carried out on it before it is submitted to the Committee of Permanent Representatives.
8. The number and size of working and information documents should be limited. All documentation on a particular topic should be grouped together. Suggested actions/draft decisions should not be included in information documents.
9. Final documentation should be circulated as early as possible.

B. Preparation of the programme of work and budget

10. Provision should be made for the Committee of Permanent Representatives to give the proposed programme of work and budget timely and detailed consideration in the years in which they are on the agenda of the Governing Council/Global Ministerial Environment Forum.
11. At least six weeks in advance of the discussions of the Budget and Administration Subcommittee of the Committee of Permanent Representatives, the secretariat should distribute the proposed programme of work and budget to the Committee of Permanent Representatives. The Budget and Administration Subcommittee should hold comprehensive discussions of the proposed programme of work and budget, in cooperation with the secretariat, and make recommendations to the Committee of Permanent Representatives prior to onwards transmission to the Governing Council/Global Ministerial Environment Forum at its regular session.
12. The proposed programme of work and budget and each subprogramme thereof should be prioritized and annotated to show clearly how each element flows from existing mandates. The draft

programme of work and budget should clearly identify items which depend on the adoption of decisions by the Governing Council/Global Ministerial Environment Forum.

13. The broad outlines of the proposed programme of work and budget and its underlying mandates should be presented for discussion to the relevant subcommittee of the Committee of Permanent Representatives before the full proposed programme of work and budget is drafted.

14. A working group on budget of the Committee of the Whole which will consider the programme of work and the budget should be established at the beginning of the Governing Council/Global Ministerial Environment Forum session to give the working group sufficient time to consider the programme of work and budget carefully.

II. Conduct of sessions of the Governing Council/Global Ministerial Environment Forum

A. Role, purpose and structure of the Governing Council/Global Ministerial Environment Forum.

15. Consultations should be started as early as possible on the structure of each session of the Governing Council/Global Ministerial Environment Forum and the themes to be discussed there.

16. The proposal for the provisional agenda of each session of the Governing Council/Global Ministerial Environment Forum should be finalized as far in advance as possible. If supplementary items are proposed for inclusion in the agenda, they should be submitted and considered as early as possible before the Governing Council/Global Ministerial Environment Forum session, for approval by the Governing Council/Global Ministerial Environment Forum.

17. Priority items should be placed on the Governing Council/Global Ministerial Environment Forum agenda for consideration early in the session. Items “for noting” should not normally be included.

18. The selection of themes for each session should take into account relevant emerging issues and the outcomes of intergovernmental meetings relevant to the work of UNEP. In that connection, General Assembly resolution 57/270 B, on integrated and coordinated implementation of and follow-up to the outcomes of the major United Nations conferences and summits in the economic and social fields, should be taken into account.

19. Multi-year mandates should be considered so that certain items need not be on the agenda of each session of the Governing Council/Global Ministerial Environment Forum. Items with multi-year mandates should be kept under review by the Committee of Permanent Representatives.

20. The number of themes of the Ministerial-level consultations should be limited to two at most.

B. Conduct of sessions of the Governing Council/Global Ministerial Environment Forum

21. The number of side- and social events should be kept to a manageable level.

22. In accordance with the established practice, an alphabetical seating pattern should be followed at all sessions of the Governing Council/Global Ministerial Environment Forum.

23. The Executive Director, in consultation with the Committee of Permanent Representatives, should establish a structure for the Ministerial-level consultations well in advance of the Governing Council/Global Ministerial Environment Forum session for submission to the Governing Council Bureau.

24. Ministers should be encouraged to participate in the Ministerial-level consultations on the selected themes.

25. Standard United Nations procedures should be followed at regular and special sessions of the Governing Council/Global Ministerial Environment Forum for meetings of plenary sessional committees, such as the Committee of the Whole, and for their subgroups and subcommittees. Plenary meetings and meetings of the Committee of the Whole should not be held simultaneously, except when the plenary meetings take the form of Ministerial-level consultations.
 26. The Ministerial-level consultations should culminate in a combined wrap-up session to explore the conclusions from each of the round tables.
 27. Each meeting of the Ministerial-level consultations should have a moderator/facilitator and one resource person to encourage interactive debate. These persons need not be Ministers.
 28. Participants in the Ministerial-level consultations should be encouraged to engage in interactive dialogue. Written statements may be submitted but should not replace open dialogue.
 29. The proceedings of the Ministerial-level consultations should be closely monitored and its working methods adjusted where necessary in order to encourage true dialogue.
 30. To enhance accessibility, the possibility should be considered of showing the proceedings on a television monitor outside the meeting room.
 31. The establishment of working and contact groups and their schedules/venues, and of regional group meetings, should be clearly announced in both plenary meetings and meetings of the Committee of the Whole. The information should also be posted on a prominent announcement board.
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