



**United Nations
Environment
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European Commission

**2nd Meeting of the UNEP/EC
Working Group to develop a
toolkit on plastic pollution
sources** Brussels, 3-4 July 2025

**Latest WG working plan
(as of June 24, 2025)**

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EC/UNEP-IETC project

“Identifying and quantifying plastic contaminant sources and leakages into the aquatic environment”.

3rd Meeting of the Steering Committee

Workplan

May			
Timing	Action	Lead	WG input
2-3	Guiding document v.2 with Leakage Factors	UNEP Project Team	
3	Review of Guiding document v.2 with Leakage Factors	UNEP Project Coordinator	Feedback on the document and inputs for factors
3	3 rd Steering Committee Meeting	UNEP Project Coordinator	Project update, outcomes and next steps
June			
1-4	Preparation 2 nd WG meeting (July Brussels)	UNEP Project Team	
1-4	Bilateral meetings with WG participants	UNEP Project Coordinator	Provision on comments and technical inputs to the G.D v2
July			
1	2 nd WG Meeting	EC/UNEP	Feedback upon v.2 Guiding document and initial discussion for draft toolkit and its application
2-4	Preparation of Guiding document v.3	UNEP Project Coordinator	After the second WG meeting, a new consolidated Guiding Document will be prepared and delivered for WG consideration. The document will contain the latest contributions from relevant actors as well as indication for the design of the tool (e.g. Excell or other type).
4	Guiding Document v.3 review	UNEP Project Coordinator	Feedback on the document and inputs for factors

August			
1-2	Design of the web-Excel tool	UNEP Project Coordinator	Identification and first contacts: Web / tool Design Experts. Having agreed on categories (sources) and scope of Plastic Leakage Factors and other coefficients, (and in parallel with WG provision of inputs) it will be necessary to agree on the design of the toolkit and implement the calculation tool and web interface through which users can access the platform/the tool and guiding materials.
2-4	1 st Draft of the Web/Excel Tool and Webpage interface	UNEP Project Coordinator	A Beta version of the tool (Excel table) should be made as well as a general agreement on the webpage that will contain the tool and its guiding materials (Guide)
September - Dec			
	Initial interactions on the toolkit draft	UNEP Project Team	Comments provided by WG Members Initial conversations with Pilot Country government
	Outreach activities	IETC Comms Coordinator	Outreach activities to be decided
	3 rd WG meeting	EC/UNEP	To discuss the draft toolkit
	Finalization of the toolkit	UNEP Project Coordinator	Feedback and collaboration for the finalization. Consultations with government
	Toolkit application	UNEP Project Team	Collaboration on the application and feedback Consultations with government