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**Mediterranean
Action Plan**
Barcelona
Convention

27 September 2024
Original: English

Fifth Project Steering Committee Meeting of MedProgramme Child Project 1.1

Madrid, 15 October 2024

Agenda item 2: Adoption of the Provisional Agenda and Organization of Work

Provisional Annotated Agenda

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Introduction

1. In accordance with the Conclusions and Recommendations of the 4th Steering Committee Meeting of Child Project 1.1 (Athens, 5-6 March 2024) to hold an extraordinary Steering Committee Meeting in September 2024, and in line with the institutional arrangements for coordination and implementation of Child Project CP1.1 (GEF ID 9684) “Reducing Pollution from Harmful Chemicals and Wastes in the Mediterranean Hotspots and Measuring Progress to Impacts” implemented in the framework of the Global Environment Facility (GEF) funded MedProgramme: “Enhancing Environmental Security (GEF ID 9607), the Secretariat/ MedPCU is organizing on 15 October 2024 the 5th Steering Committee Meeting of Child Project 1.1 hosted by the “Centre for Energy, Environmental and Technological Research” (CIEMAT) in Madrid, Spain.

2. The primary objective of this Meeting is to review the recommendations of the 4th project steering committee meeting and mid-term review (MTR) of Child Project 1.1; status of PCB/Mercury disposal contracts; and pollution prevention measures on new POPs and mercury; and update the workplan and budget forecast of the project in line with the updated activities for the forthcoming year.

3. The following annotations to the Provisional Agenda were prepared by the Secretariat to assist the meeting in its deliberations.

Provisional Annotated Agenda

Agenda item 1: Opening of the Meeting

4. The Meeting will be opened at 10:00 AM on Tuesday 15 October 2024 by the Secretariat/ MedPCU.

Agenda items 2: Adoption of the Provisional Agenda and Organization of Work

Working Documents	UNEP/MED WG.596/1 UNEP/MED WG.596/2
Information Document	UNEP/MED WG.596/Inf.1

a) Rules of Procedure

5. The Rules of Procedure for Meetings and Conferences of the Contracting Parties to the Convention for the Protection of the Marine Environment and the Coastal Region of the Mediterranean and its Protocols (UNEP/IG.43/6, Annex XI) will apply mutatis mutandis to the present Meeting.

b) Election of Officers

6. Subject to Rule 20 of the rules of procedure mentioned at para. 2(a), the Meeting will elect from among the representatives of the Contracting Parties, a President and a Rapporteur.¹

¹ Due to the limited number of participating countries, one vice president will be elected.

c) Adoption of the Provisional Agenda

7. Subject to Rule 14 of the rules of procedure mentioned at para. 2(a), the provisional agenda appearing in document UNEP/MED WG.596/1 and annotated in the present document UNEP/MED WG.596/2 will be reviewed and proposed for adoption by the meeting including the timetable presented at the end of the present document.

d) Organization of Work

8. The discussions are planned to be held over one day with two 3-hour plenary sessions opening at 10:00 and closing at 17:30, as per the Meeting Timetable included at the end of the annotated agenda, with a 1.5-hour mid-day break between the two sessions and two 15-minute coffee breaks during the morning and afternoon sessions.

9. Simultaneous interpretation in English and French will be available for both sessions. Participants are encouraged to download the documentation on their computers in advance of the session. The meeting will be recorded for future reference.

10. It is envisaged to close the Meeting at 17:30 on 15 October 2024 after adopting its Conclusions and Recommendations.

Agenda item 3: Review of recommendations of the 4th project steering committee meeting and mid-term review (MTR) of Child Project 1.1

Information Documents	<i>UNEP/MED WG.596/Inf.2</i> <i>UNEP/MED WG.596/Inf.3</i> <i>UNEP/MED WG.596/Inf.4</i>
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11. Under this agenda item, the Secretariat will present an overview of the implementation progress of the recommendations of both the 4th project steering committee meeting and the mid-term review (MTR) of Child Project 1.1 highlighting the results achieved since March 2024 and aspects raised in the 9 recommendations of the MTR report.

12. The Meeting participants are expected to take note of implementation status of the recommendations of both the 4th project steering committee meeting and the mid-term review (MTR) and their implications on the updated workplan and budget forecast for Child Project 1.1.

Agenda item 4: Review of the status of implementation of the Chemical Waste (CW) Component of Child Project CP1.1

Working Document	<i>UNEP/MED WG.596/3</i>
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13. Under this agenda item, the Secretariat will present document UNEP/MED WG.596/3 “Updated Progress Report 2024-2025” highlighting the results and progress achieved under two outcomes of the CW Component of Child Project 1.1, namely:

- a) PCB/Mercury disposal contracts and implementation progress.
- b) Pollution prevention measures on new POPs and mercury, and implementation progress.

14. The Meeting participants are expected to take note of work progress achieved to date with a focus on the status of implementation vis-à-vis the recommendations of the 4th Steering Committee Meeting. The Meeting participants are also requested to provide their recommendations on the way forward that address the difficulties and challenges facing the timely completion of these two outputs, taking note of the implications on the updated workplan and budget forecast for Child Project 1.1.

Agenda item 5: Review of the status of implementation progress of the International Waters (IW) Component of Child Project 1.1

<i>Working Document</i>	<i>UNEP/MED WG.596/3</i>
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15. Under this agenda item, the Secretariat will present document UNEP/MED WG.596/3 “Updated Progress Report 2024-2025” highlighting the results and progress achieved under outcomes of the IW Component of Child Project 1.1.

16. The Meeting participants are expected to provide their recommendations on the way forward that address the difficulties and challenges facing the timely completion of the outputs under the IW Component, taking note of the implications on the updated workplan and budget forecast for Child Project 1.1.

Agenda item 6: Review of the updated workplan for Child Project 1.1

<i>Working Document</i>	<i>UNEP/MED WG.596/4</i>
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17. Under this agenda item, the Secretariat will present document UNEP/MED WG.596/4 “Updated Workplan 2024-2025” which provides updated information on planned activities and their related tasks, as well as a description of delays facing timely implementation and the revised timetable for completion. A tabulated updated quarterly workplan including the timetable for implementation from 2021 to 2026 is also included.

18. The Meeting participants are expected to review and approve the updated workplan and timetable for the period October 2024 to March 2025.

Agenda item 7: Review of the updated project expenditures, budget revisions and forecast for Child Project 1.1

<i>Working Document</i>	<i>UNEP/MED WG.596/5</i>
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19. Under this agenda item, the Secretariat will present document UNEP/MED WG.596/5 “Updated Budget Expenditures and Forecast (2024-2025)” which provides updated information on status of budget expenditures per UMOJA class; updated budget revisions and justifications, as well as updated budget forecast for the period 2024-2025.

20. The Meeting participants are expected to review the updated budget expenditures and to approve the updated budget revisions and forecast for the period October 2024 to March 2025.

Agenda item 8: Review of the updated procurement plan for Child Project 1.1

<i>Working Document</i>	<i>UNEP/MED WG.596/5</i>
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21. Under this agenda item, the Secretariat will present also under document UNEP/MED WG.596/5 the “updated procurement plan” developed till the completion of the project in March 2026.

22. The Meeting participants are expected to review the updated procurement plan and to approve the updated revisions till the end of the project.

Agenda item 9: Any Other Business

23. Under this Agenda item, the participants will be able to raise any other business related to the above agenda items.

Agenda item 10: Conclusions and Recommendations

24. Under this Agenda item, the meeting will review, amend as appropriate and adopt draft conclusions and recommendations, as prepared by the Rapporteur.

Agenda item 11: Closure of the Meeting

25. The Chair will close the Meeting at 17:30 hours on 15 October 2024.

TIMETABLE

Tuesday, 15 October 2024		
10:00 – 10:15	Agenda item 1: Opening of the meeting	
10:15 – 10:30	Agenda item 2: Adoption of the provisional agenda and organization of work	UNEP/MED WG.596/1/Rev.1 UNEP/MED WG.596/2 UNEP/MED WG.596/Inf.1
10:30 – 11:00	Agenda item 3: Review of recommendations of the fourth project steering committee meeting and mid-term review (MTR) of Child Project 1.1	UNEP/MED WG.596/inf.2 UNEP/MED WG.596/inf.3 UNEP/MED WG.596/inf.4
11:00 – 11:30	Agenda item 4: Review of the status of implementation of the Chemical Waste (CW) Component of Child Project CP1.1	UNEP/MED WG.596/3
11:30 – 11:45	Coffee Break	
11:45 – 12:30	Agenda item 4: <i>Continued</i>	UNEP/MED WG.596/3
12:30 – 13:00	Agenda item 5: Review of the status of implementation progress of the International Water (IW) Component of Child Project 1.1 a) PCB/Mercury disposal contracts and implementation progress. b) Pollution prevention measures on new POPs and mercury, and implementation progress	UNEP/MED WG.596/3
13:00 – 14:30	Lunch Break	
14:30 – 15:15	Agenda item 6: Review of the updated workplan for Child Project 1.1	UNEP/MED WG.596/4
15:15 – 16:00	Agenda item 7: Review of the updated project expenditures, budget revisions and forecast for Child Project 1.1	UNEP/MED WG.596/5
16:00 – 16:15	Coffee Break	
16:15 - 16:45	Agenda item 8: Review of the updated procurement plan for Child Project 1.1	UNEP/MED WG.596/5
16:45 - 17:00	Agenda item 9: Any other Business	
17:00 - 17:30	Agenda item 10: Conclusions and Recommendations	
17:30	Agenda item 11: Closure of the Meeting	