



**United Nations  
Environment Programme**

**Food and Agriculture  
Organization of the  
United Nations**

Distr. General  
13 June 2011

Original: English

**Rotterdam Convention on the Prior  
Informed Consent Procedure for Certain  
Hazardous Chemicals and Pesticides in  
International Trade  
Conference of the Parties  
Fifth meeting**

Geneva, 20–24 June 2011

Item 3 (c) of the provisional agenda\*

**Organizational matters: organization of work**

**Annotations to the provisional agenda**

**Item 1. Opening of the meeting**

1. The fifth meeting of the Conference of the Parties to the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade will be held from 20 to 24 June 2011 at the Geneva International Conference Centre, 15 rue de Varembe, Geneva. The meeting will be opened at 10 a.m. on Monday, 20 June 2011.
2. Opening and welcoming statements will be made by:
  - (a) The President of the fifth meeting of the Conference of the Parties;
  - (b) The executive secretaries of the Convention;
  - (c) A representative of the United Nations Environment Programme (UNEP).

**Item 2. Adoption of the agenda**

3. Subject to the rules of procedure, the Conference of the Parties may wish to adopt its agenda, amended as appropriate, on the basis of the provisional agenda set forth in document UNEP/FAO/RC/COP.5/1/Rev.1.

**Item 3. Organizational matters**

**(a) Election of officers**

4. Under rule 22 of the rules of procedure, a president and four vice-presidents, one of whom will act as Rapporteur, will be elected from among the representatives of the parties present at the meeting. These officers will serve as the Bureau of the Conference of the Parties. They will commence their term of office at the closure of the meeting and serve until the closure of the following ordinary meeting of the Conference of the Parties, including for any intervening extraordinary meeting.

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\* UNEP/FAO/RC/COP.5/1/Rev.1.

5. The Conference of the Parties may therefore wish to encourage the United Nations regional groups to meet during the course of the meeting to elect officers to serve on the Bureau from the end of the fifth meeting until the end of the sixth meeting and to inform the Conference of the Parties of the results of such elections.

**(b) Report on the credentials of representatives at the fifth meeting of the Conference of the Parties**

6. Rule 19 of the rules of procedure for the Conference of the Parties provides that the credentials of representatives and the names of alternate representatives and advisers must be submitted to the Secretariat, if possible no later than 24 hours after the opening of the meeting. Any change thereafter in the composition of a delegation must be reported to the Secretariat and the credentials for any new member submitted. Credentials must be issued either by a head of State or Government or by a minister for foreign affairs or, in the case of a regional economic integration organization, by the competent authority of that organization. If credentials are submitted in copy or by fax, original credentials must be submitted upon registration. Please note that submission of credentials before the meeting would greatly facilitate the advance clearing process by the Secretariat.

7. Representatives may participate in the meeting pending a decision of the Conference of the Parties on their credentials.

8. The Bureau, with the assistance of the Secretariat, will examine the credentials of the representatives at the meeting and report thereon to the Conference of the Parties, which will consider the report of the Bureau.

**(c) Organization of work**

9. The Conference of the Parties has before it a scenario note for the meeting prepared by the Secretariat in consultation with the President of the Conference (UNEP/FAO/RC/COP.5/2) and a provisional list of meeting documents organized by provisional agenda item and by document number (UNEP/FAO/RC/COP.5/INF/1).

10. The Conference of the Parties may wish to establish standing and ad hoc subsidiary bodies as it may deem necessary, and to specify their mandates.

11. The Conference of the Parties may wish to decide to meet from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m., subject to adjustments as necessary.

**Item 4. Rules of procedure for the Conference of the Parties**

12. The Conference of the Parties has before it a note by the Secretariat on the rules of procedure for the Conference of the Parties (UNEP/FAO/RC/COP.5/3). The Conference of the Parties may wish to consider the information provided in the note and the possible action suggested therein.

**Item 5. Matters related to the implementation of the Convention**

13. The Conference of the Parties will consider several sub-items under this agenda item. The sub-items are listed below in the order in which they appear in the text of the Rotterdam Convention and not necessarily in order of priority for consideration by the Conference of the Parties. They will be taken up according to the priorities set forth in the scenario note (UNEP/FAO/RC/COP.5/2).

**(a) Status of implementation**

14. The Conference of the Parties has before it notes by the Secretariat providing information on current regulatory processes for chemicals and their relationship to the definitions of banned or severely restricted chemicals in Article 2 of the Convention (UNEP/FAO/RC/COP.5/4), on the status of implementation of the Convention (UNEP/FAO/RC/COP.5/5) and on possible approaches to dealing with chemicals recommended for listing in Annex III by the Chemical Review Committee but on which the Conference of the Parties is unable to reach consensus (UNEP/FAO/RC/COP.5/6).

15. In addition, the Conference of Parties has before it information documents on the status of ratification of the Convention as at 30 May 2011 (UNEP/FAO/RC/COP.5/INF/2), on the status of designated national authorities and official contact points (UNEP/FAO/RC/COP.5/INF/3) and on communication of the Secretariat (UNEP/FAO/RC/COP.5/INF/7).

16. The Conference of the Parties may wish to consider the information provided in the notes and the possible actions suggested therein.

**(b) Chemical Review Committee**

17. The Conference of the Parties has before it notes by the Secretariat on the confirmation of the appointments to the Chemical Review Committee (UNEP/FAO/RC/COP.5/7/Rev.1), on the nomination of Governments to designate experts to the Committee (UNEP/FAO/RC/COP.5/8), and an information document pertaining to experts serving on the Committee (UNEP/FAO/RC/COP.5/INF/4/Rev.1).

18. The Conference of the Parties also has before it notes by Secretariat on reports of the Committee (UNEP/FAO/RC/COP.5/9) and, specifically, on the work of its fifth, sixth and seventh meetings (UNEP/FAO/RC/COP.5/9/Add.1/Rev.1, UNEP/FAO/RC/COP.5/9Add.2/Rev.1 and (UNEP/FAO/RC/COP.5/9/Add.3, respectively).

19. In addition, the Conference of Parties has before it an information document prepared by the Secretariat on the legal opinion on the application of criterion (d) of Annex II to the Rotterdam Convention (UNEP/FAO/RC/COP.5/INF/5).

20. The Conference of the Parties may wish to consider the information provided in the notes and the possible actions suggested therein.

**(c) Consideration of chemicals for inclusion in Annex III to the Convention**

21. The Conference of the Parties has before it notes by the Secretariat on the inclusion of the following chemicals in Annex III to the Convention: chrysotile asbestos (UNEP/FAO/RC/COP.5/11), endosulfan (the recommendation by the Committee at its second meeting is available in document UNEP/FAO/RC/COP.5/12 and the recommendation by the Committee at its sixth meeting in document UNEP/FAO/RC/COP.5/13), alachlor (UNEP/FAO/RC/COP.5/14) and aldicarb (UNEP/FAO/RC/COP.5/15). The Conference of the Parties may wish to consider the information provided in the notes and the possible actions suggested therein.

**(d) Non-compliance**

22. The Conference of the Parties has before it a note by the Secretariat on procedures and institutional mechanisms for determining non-compliance with the provisions of the Convention and for the treatment of parties found to be in non-compliance (UNEP/FAO/RC/COP.5/16). The Conference of the Parties may wish to consider the information provided in the note and the possible action suggested therein.

**(e) Financial resources**

23. The Conference of the Parties has before it a note by the Secretariat on follow-up to decision RC-4/8 on progress made towards the implementation of decision RC-3/5 on possible options for lasting and sustainable financial mechanisms (UNEP/FAO/RC/COP.5/17) and a progress report on the implementation of Governing Council decision SS.XI/8 on the consultative process on financing options for chemicals and wastes (UNEP/FAO/RC/COP.5/INF/18). The Conference of the Parties may wish to consider the information provided in the note and the possible action suggested therein.

**(f) Technical assistance**

24. The Conference of the Parties has before it notes by the Secretariat on a strategic plan for strengthening party capacity to provide import responses and notifications of final regulatory action for industrial chemicals (UNEP/FAO/RC/COP.5/10), on a report on activities and analysis for the period 2009–2011 (UNEP/FAO/RC/COP.5/18) and on a workplan for the biennium 2012–2013 (UNEP/FAO/RC/COP.5/19), in addition to an information document on 2009–2010 national, subregional and regional meetings in support of the implementation of the Convention (UNEP/FAO/RC/COP.5/INF/6). The Conference of the Parties may wish to consider the information provided in the notes and the possible action suggested therein.

**(g) Trade**

25. The Conference of the Parties has before it a note by the Secretariat on cooperation with the World Trade Organization (UNEP/FAO/RC/COP.5/21). The Conference of the Parties may wish to consider the information provided in the note and the possible action suggested therein.

**(h) Information exchange**

26. The Conference of the Parties has before it a note by the Secretariat on a strategic plan for establishing procedures for the operation of the Rotterdam Convention components of the joint clearing-house mechanism (UNEP/FAO/RC/COP.5/20) and an information document on information exchange requirements under the Convention and other information relevant to the development of a

draft strategic plan for establishing procedures for the operation of the Rotterdam Convention components of the joint clearing-house mechanism (UNEP/FAO/RC/COP.5/INF/8). The Conference of the Parties may wish to consider the information provided in the note and the possible action suggested therein.

### **Item 6. Enhancing cooperation and coordination among the Basel, Rotterdam and Stockholm conventions**

27. The Conference of the Parties has before it notes by the Secretariat on enhancing cooperation and coordination among the Basel, Rotterdam and Stockholm conventions (UNEP/FAO/RC/COP.5/25), on joint activities (UNEP/FAO/RC/COP.5/25Add.1), on joint managerial functions (UNEP/FAO/RC/COP.5/25/Add.2), on joint services (UNEP/FAO/RC/COP.5/25/Add.3), on the synchronization of budget cycles (UNEP/FAO/RC/COP.5/25/Add.4), on joint audits (UNEP/FAO/RC/COP.5/25/Add.5) and on review arrangements (UNEP/FAO/RC/COP.5/25/Add.6).

28. The Conference of the Parties has also before it information documents on joint activities carried out by the secretariats of the three conventions during 2009 and 2010 (UNEP/FAO/RC/COP.5/INF/11), on information submitted by parties, regional centres of the Basel and Stockholm conventions and other stakeholders on activities carried out to implement the synergies decisions (UNEP/FAO/RC/COP.5/INF/12), on information submitted by the Inter-Organization Programme for the Sound Management of Chemicals on efforts to promote programmatic cooperation and coordination and on activities to implement the synergies decisions (UNEP/FAO/RC/COP.5/INF/13/Rev.1), on reports from UNEP and the Food and Agriculture Organization of the United Nations on progress made on programmatic cooperation in the field to support the implementation of the three conventions in areas of common concern and the inclusion of such cooperation in their biennial work programmes (UNEP/FAO/RC/COP.5/INF/14), on a report on clearing-house mechanisms and similar mechanisms in the area of chemicals and wastes (UNEP/FAO/RC/COP.5/INF/15), on Safe Planet: the United Nations Campaign for Responsibility on Hazardous Chemicals and Wastes (UNEP/FAO/RC/COP.5/INF/16) and on decision SC-5/27 of the Conference of the Parties to the Stockholm Convention on enhancing cooperation and coordination among the Basel, Rotterdam and Stockholm conventions (UNEP/FAO/RC/COP.5/INF/17).

29. The Conference of the Parties may wish to note that the Conference of the Parties to the Stockholm Convention at its fifth meeting, held in April 2011, considered the same information as provided in document UNEP/FAO/RC/COP.5/25 and its addenda and the possible action suggested therein (in the form of an omnibus decision) with the expectation that the conferences of the parties to the Basel and Rotterdam conventions would take similar decisions at their meetings relating to the relevant sections of the omnibus decision.

### **Item 7. Programme of work of the Secretariat and adoption of the budget**

30. The Conference of the Parties has before it notes by the Secretariat on the financial report and review of the staffing situation in the Secretariat (UNEP/FAO/RC/COP.5/23), on the programme of work and budget for the biennium 2012–2013, together with its addendum on budget scenarios (UNEP/FAO/RC/COP.5/24 and Add.1), and on a report on activities of the Secretariat during the period from 1 May 2008 to 31 October 2010 (UNEP/FAO/RC/COP.5/22).

31. In addition, the Conference of Parties has before it an information document providing updated information on funding and the staffing situation (UNEP/FAO/RC/COP.5/INF/9).

32. The Conference of the Parties may wish to consider the information provided in the notes and the possible actions suggested therein.

### **Item 8. Venue and date of the sixth meeting of the Conference of the Parties**

33. The Conference of the Parties may wish to consider the date and venue of its sixth meeting, taking into account rules 3 and 4 of the rules of procedure.

### **Item 9. Other matters**

34. The Conference of the Parties has before it a note by the Secretariat providing a list of new observers who, for the first time, have submitted requests to attend a meeting of the Conference of the Parties to the Rotterdam Convention (UNEP/FAO/RC/COP.5/INF/10). The Conference of the Parties may wish to take note of the information provided therein.

35. The Conference of the Parties may also wish to consider other matters raised during the course of the meeting.

**Item 10. Adoption of the report**

36. At the last session of its meeting, the Conference of the Parties will be invited to consider and adopt the draft report on its work prepared by the Rapporteur.

**Item 11. Closure of the meeting**

37. It is expected that the meeting will be closed by the President by 6 p.m. on Friday, 24 June 2011.

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