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INTERIM CHEMICAL REVIEW COMMITTEE
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OPERATIONAL PROCEDURES FOR THE INTERIM CHEMICAL REVIEW COMMITTEE - REPORT OF THE WORK OF TASK GROUP 2 ON INCIDENT REPORT FORM, FORMAT AND GUIDANCE ON SUBMISSION OF PROPOSALS FOR SEVERELY HAZARDOUS PESTICIDE FORMULATIONS

Note by the secretariat

1. The Interim Chemical Review Committee, at its first session, reviewed its operational procedures. The Committee identified four priority tasks and decided to set up a task group for each of them to work inter-sessionally. Task group 2 was charged with the following: to prepare an incident report form for proposals pursuant to article 6, based on annex IV, part 1, and develop guidance on providing information on severely hazardous pesticide formulations, linking the information to the criteria set out in annex IV, part 3.

2. Annexed to this note is the report of task group 2 submitted to the secretariat. The report provides brief background information on the objective and composition of the task group and information on how its work was organized. Finally, in sections E and F, respectively, the report identifies issues for consideration by the Interim Chemical Review Committee and provides specific recommendations on how the Committee might proceed.

* UNEP/FAO/PIC/ICRC.2/1.

Annex

REPORT ON THE WORK OF TASK GROUP 2: INCIDENT REPORT FORM, FORMAT AND GUIDANCE ON SUBMISSION OF PROPOSALS FOR SEVERELY HAZARDOUS PESTICIDE FORMULATIONS

A. OBJECTIVES OF THE TASK GROUP

1. The objectives of task group 2, established at the first session of the Interim Chemical Review Committee, are:

(a) to prepare an incident report form for proposals pursuant to article 6, based on annex IV, part 1; and

(b) to develop guidance on providing information on severely hazardous pesticide formulations, linking the information to the criteria set out in annex IV, part 3.

B. COMPOSITION OF THE TASK GROUP

2. The members of task group 2, assigned at the first session of the Interim Chemical Review Committee, were:

Bill Murray (lead)
Azhari Omer Abdelbagi
Mohamed Ammati
Cathleen Barnes
Mercedes Bolaños Granda
Ian Coleman
Marc Debois
Mohamed El Zarka
Masayuki Ikeda
Tamás Kõmives
Julio Monreal
Fatoumata Jallow Ndoye
Sandra de Souza Hacon
Kasumbogo Untung
Dudley Achu Sama

Secretariat

NGOs:
GCPF (Jakob Brassel)
IUF (Peter Hurst)
PAN UK (Barbara Dinham)

IGOs:
WHO (Nida Besbelli)

C. BACKGROUND

3. The Rotterdam Convention, through article 6, provides a mechanism for any party that is a developing country or a country with an economy in transition and is experiencing problems caused by a severely hazardous pesticide formulation under conditions of use in its territory, to propose to the Secretariat the listing of that formulation in annex III of the Convention. The proposal shall contain the information required by part 1of annex IV.

4. Article 6, paragraph 2 and 3, requires that the Secretariat, when it has received a proposal that it has verified meets the requirements of part 1 of annex IV, forwards a summary of the proposal to all Parties and collects the additional information set out in part 2 of annex IV regarding the proposal. When the requirements of parts 2 and 3 of annex IV have been fulfilled the Secretariat forwards the proposal and related information to the Interim Chemical Review Committee. The Interim Chemical Review Committee shall review the information provided in the proposal and the additional information collected and in accordance with the criteria set out in part 3 of annex IV, recommend to the Intergovernmental Negotiating Committee whether the severely hazardous pesticide formulation in question should be made subject to the interim PIC procedure.

5. The submitted proposals and additional information collected by the Secretariat are thus the main documents upon which the Interim Chemical Review Committee will base its work on severely hazardous pesticide formulations. It is thus of importance to the Committee that the information collected in accordance with parts 1 and 2 of annex IV is of sufficient quality and of relevance to their review of the criteria in part 3 of annex IV of the Convention.

6. There is no standard format for collecting information on incidents involving severely hazardous pesticide formulations or for submission of a proposal to the Secretariat. The Interim Chemical Review Committee assigned high priority to the development of an incident report form and guidance on how to provide information on severely hazardous pesticide formulations consistent with the information requirements and the criteria given in annex IV (parts 1 and 3 respectively) of the Convention.

7. In decision INC-7/3, the Intergovernmental Negotiating Committee encouraged the Interim Chemical Review Committee to continue its development of a one-page incident report form in conjunction with a simple guidance document on the completion of the form and the development of proposals in line with article 6 and annex IV, part 1, of the Convention. It also recommended that States, regional economic integration organizations, bilateral and multilateral aid agencies, intergovernmental organizations and non-governmental organizations make use of the incident report form and guidance document on reporting pesticide poisoning incidents in their projects, once it is available and has been circulated via the secretariat.

D. ORGANIZATION OF THE WORK

8. A brief scoping document on the work of the task group, background information on related work of the Pesticide Action Network (PAN UK) and the World Health Organisation (WHO) and a draft work plan were sent to its members on 27 April 2000. Limited comments were received on the information circulated and the draft work plan was adopted unchanged.

9. A status report on the work of the task group was distributed on 21 July 2000 to all task group members. This included a comparison of annex IV, Part 1 of the Convention to the principal headings in the Pesticides Incidents Database developed by the Pesticide Action Network (PAN) through it's Sustainable Agriculture project and the WHO INTOX Program activity on the harmonised collection of human case data on exposures to pesticides. The comparative table demonstrated good commonality across these three activities. Based on this comparison an initial draft of a pesticide poisoning incident report form was prepared and circulated for comment. In order to facilitate completion of the form, and in line with the approach used by WHO, a "check list" approach to collection of information was proposed. It was proposed that this be supplemented by opportunities to provide narrative comments as desired/needed. An initial list of further issues that would need to be considered in developing the form was also circulated. Responses were received from nine of the 15 members of the task group and from five of the six non-governmental organisations and the secretariat.

10. A detailed status report, sent to all task group members on 27 October 2000, included the comments received on the initial draft of the form, a list of issues to consider, as well as a revised work plan to prepare for the second session of the Interim Chemical Review Committee in March. An overall concern of the task group was that in "improving" the form it also ran the danger of making the form increasingly complex. Thus, the scope of the document and what can be realistically undertaken in the field, needs to be clarified. It was clear that there are a number of issues that need to be discussed and agreed upon by the Committee before further significant progress can be achieved in developing the incident report form and associated guidance. The revised work plan and list of issues was also discussed at an informal meeting with those task group members participating in the seventh session of the Intergovernmental Negotiating Committee (Geneva, November 2000) and endorsed by the bureau of the Interim Chemical Review Committee. There were no objections to the proposed way forward.

E. ISSUES TO CONSIDER

11. The development of a concise and easy to use report form for pesticide poisoning incidents is a key first step in identifying severely hazardous pesticide formulations for consideration under the Rotterdam Convention. The receipt of adequate documentation (annex IV, Part 1of the Convention) regarding such incidents will trigger collection of additional information by the Secretariat (annex IV, Part 2 of the Convention) and form the basis for consideration by the Interim Chemical Review Committee (based on the criteria in annex IV, Part 3 of the Convention).

12. The challenge is to develop a form and associated guidance that is easy enough to understand, that will be widely adopted and yet at the same time allows sufficient flexibility to ensure that an adequate level of detail is provided, to meet the needs of the Interim Chemical Review Committee. Similarly, it will be important to ensure that there is confidence in the information provided.

13. In order to facilitate discussion of the outcome of the work of task group 2 by the Committee the comments/issues received in response to the initial draft of the incident report form (circulated 21 July 2000) have been grouped into five general areas.

a) The need to clearly separate the information to be collected in the field (through the incident report form) from that which would need to be collected by the DNA in preparing a proposal for submission to the secretariat. This could be addressed by developing a separate cover page to be used as a "transmittal form " for the incident report form.

b) Separate forms are needed in order to effectively collect information on incidents related to i) environmental effects and ii) health effects.

c) The need to further consider the level of detail in the medical information (including follow-up treatment) that might realistically be expected to be available versus the requirement for a clear description of adverse effects as required in point (g) of Part 1 of annex IV of the Convention.

d) In developing guidance on both the completion of the form and preparation of a submission to the Interim Chemical Review Committee by a DNA (Part 1 of annex IV of the Convention), there is a need to establish a clear link with the information and criteria in Parts 2 and 3 of annex IV of the Convention.

e) The overall question of implementation, how the forms are to be dispatched in order to reach the people who will make use of them, and how the needed information can be collected in a consistent, reliable way at the national level.

14. The members of task group 2 came to general agreement on the following points:

i) Drafts of the proposed forms, (incident report form and transmittal form) and associated guidance documents will need to be pilot tested in the field, and training will be needed in the use of the forms. Both the forms and guidance will necessarily evolve as experience is gained.

ii) "Completed" incident report forms would be sent to the DNA who would undertake an initial follow-up or verification of the information on the form. The DNA would complete the transmittal form and, in doing so, collect/provide supplemental information regarding regulatory status or uses permitted for specific formulations in the country (in accordance with Part 1 of annex IV of the Convention). The incident report form together with the completed transmittal form could serve as the basis for a proposal to the Secretariat.

15. Initial efforts have focussed on the content rather than the format of the document. It is clear that additional consideration will need to be given to the format of the incident report form, however, it is also recognised that input from the field level is essential in further developing and validating the form.

16. A first draft of a two part format for a submission of a proposal for inclusion of a severely hazardous pesticide formulation- Part A, DNA transmittal form and Part B, Pesticide poisoning incident report form - has been prepared based on the comments received (Appendix I). A brief introduction to the forms highlights how the draft proposal corresponds to the information requirements and criteria of parts 1 and 3 of annex IV of the Convention.

F. RECOMMENDATION TO THE INTERIM CHEMICAL REVIEW COMMITTEE

17. The ICRC should, at its next session:

(a) review the outcome of the work of the task group with particular focus on the content of the two part draft format for submission of a proposal for inclusion of a severely hazardous pesticide formulation - Part A, DNA transmittal form and Part B, Pesticide poisoning incident report form;

(b) consider the need to validate both Parts A and B of the draft format for submission of a proposal through pilot testing at the field level and;[1]

(c) consider the type of guidance required to allow for implementation of the format for submission of a proposal, particularly Part B, the pesticide poisoning incident report form, in line with the recommendation of Intergovernmental Negotiating Committee, at its seventh session; and

(d) consider how the information provided in such a submission could be used by the Committee in developing a recommendation to the Intergovernmental Negotiating Committee and drafting a decision guidance document.

18. Possible outcomes of the discussion could be:

(a) adoption of the draft format for submission of a proposal for inclusion of a severely hazardous pesticide formulation - Part A, DNA transmittal form and Part B, Pesticide poisoning incident report form;

(b) work plan for the development of guidance on implementation and use of the two part draft format for submission of a proposal for inclusion of a severely hazardous pesticide formulation;

(c) a clear understanding on the part of Committee of how:

i) the information contained in the draft format for submission (Parts 1 and 2) will be combined with the information collected by the Secretariat (Part 2 of annex IV of the Convention) and used as the basis for a recommendation to the Intergovernmental Negotiating Committee; and

ii) the information available to the Committee and the relevant concerns can be reflected in the associated decision guidance document.

[1] It may be possible to invite individuals from FAO's field program, currently involved in working with field workers in collecting information on hazardous pesticide formulations, to observe these discussions and to seek their assistance in an initial round of pilot testing of the draft incident report form

APPENDIX 1

DRAFT FORMAT FOR SUBMISSION OF A PROPOSAL FOR INCLUSION OF A SEVERELY HAZARDOUS PESTICIDE FORMULATION, IN LINE WITH ARTICLE 6 OF THE ROTTERDAM CONVENTION

PART A - TRANSMITTAL FORM FOR THE DESIGNATED NATIONAL AUTHORITY

The information in the transmittal form is to be provided by the designated national authority (DNA) and, along with the completed incident report form(s), could represent a submission to the Secretariat concerning a proposal for inclusion of a severely hazardous pesticide formulation, in line with article 6 and part 1, annex IV of the Convention.

This initial draft reflects the information required in part 1 of Annex IV:

- Items 1 to 6 reflect points (a) to (e). They duplicate the information on product identity requested in the pesticide poisoning incident report form. However, as the DNA may use the transmittal form to report on more than one incident for the same formulation, this may help to consolidate responses;
- Items 7 to 9 reflect points (f) to (h). They have been annotated to highlight the need for specific information relevant to the application of the criteria in part 3 of annex IV of the Convention - information that would typically be expected to be available to a DNA.

PART B - PESTICIDE POISONING INCIDENT REPORT FORM

This form is to be completed in the field and forwarded to the DNA.

I. Product identity

The elements in this section reflect points (a) to (e) of part 1 of annex IV of the Convention.

II. Description of the Incident

This section is to address point (g) of part 1 of annex IV of the Convention.

- It aims to seek a clear description of the incident and the way in which the formulation was used.
- One of the challenges is to capture information for those situations where more than one active ingredient or formulation was used (point 14).
- An option to provide further information relevant to the incident and information on how the formulation is typically used is included (point 16).

III. Description of adverse effects and IV. Management

These sections also address point (g) of part 1 of annex IV of the Convention.

- The aim is to seek a clear description/characterization of the adverse effects (focussed on those effects typically associated with acutely toxic pesticides) based on information that would realistically be expected to be available at field level.
- An option to provide further details of the adverse effects and the treatment provided is included (point 19).
- This approach is fully compatible with that of the Pesticide Action Network (PAN UK) through it's Sustainable Agriculture project and the WHO INTOX Program activity on the harmonized collection of human case data.

V. Reporting/communication

This section should assist the DNA in tracking poisoning incidents and in seeking further information and clarification on reported incidents.

PART A - TRANSMITTAL FORM FOR THE DNA

1. Name of the formulation:

2. Name of the active ingredient or ingredients in the formulation:

3. Relative amount of each active in the formulation: (*% concentration*)

4. Trade name and name of producer, if available.

5. Type of formulation:

6. Attach copy of the label(s), where available:

7. Common and recognized patterns of use of the formulation within the proposing Party -
   - whether or not the formulation is registered/permitted for use in the country;
   - if so, what uses are permitted;
   - are there any handling or applicator restrictions specified as a condition of registration;
   - information on the extent of use, such as the number of registrations or production or sales quantity;
   - copy of representative label(s).

8. A clear description of incidents(s) related to the problem, including adverse effects and the way in which the formulation was used. (*Part 2 pesticide poisoning incident report form*).

9. Any regulatory, administrative or other measure taken, or intended to be taken, by the proposing Party in response to such incidents.

PART B - PESTICIDE POISONING INCIDENT REPORT FORM

This form provides a checklist to assist in the identification of a severely hazardous pesticide formulation that might be included in the Rotterdam Convention because it causes severe health or environmental effects under conditions of use.

This form should be completed for each individual exposed in a given incident.

I. Product identity: *What formulation was used when the incident took place*

1. Name of the formulation:

2. Name of the active ingredient or ingredients in the formulation:

3. Relative amount of each active in the formulation: (*% concentration*)

4. Trade name and name of producer, if available:

5. Type of formulation:
   Emulsifiable Conc. (EC) *Wettable Powder (WP)* *Dustable powder (DP)*
   Water Soluble Powder (SP) *Ultra Low Volume (ULV)* *Tablet (TB)*
   Granular (GR)

6. Attach copy of the label(s), where available:

II. Description of the incident: *How the formulation was used.*

7. Date of incident:

8. Location of incident: village/city province/state/region country

9. Person exposed: name or initials:
   (*A separate form should be completed for each individual exposed in a given incident)*

   Sex: Male Female Age:

   If age unknown: child adolescent adult

10. Main activity at time of exposure (*check one or more of the following*):

manufacturing/formulation	*by-stander*	*vet therapy*
application in field	*transportation*	*multiple (specify)*
household application	*mixing/loading*	*other (specify)*
field re-entry	*equipment care*	
public health campaign	*human therapy*	

11. Protective clothing used during application: no yes

If yes, briefly describe:

gloves	*overalls*	*eye glasses*	*respirator*
face mask	*boots*	*long-sleeve shirt*	*long pants*

12. Information on how product was being used:

a) Field Greenhouse

b) List the animals/crop(s) treated:

c) Application method: (*How product as used* e.g. *hand, bucket & brush, soil injection, spray (backpack, tractor mounted etc), drip irrigation, aerial (helicopter, plane etc.,*))

d) Application rate:

e) Duration of the exposure period: hours ½ day day other *(specify)*

f) Amount/level of potential exposure:
e.g. *how much pesticide was used during the exposure period*

g) Did exposure occur to product as purchased? no yes

h) Was more than one pesticide mixed together for application? no yes
If yes identify each pesticide:

13. If more than one pesticide formulation/active ingredient was used at the same time, please respond to points i) to iv) below for each formulation/active ingredient.

i) Was the pesticide in its original container? no yes

ii) Was the label available? no yes
If yes, was exposed individual able to read and understand label? no yes

iii) Does the reported use reflect that on the label? no yes
If no, describe how the use reported above differs
from that recommended on the label:

iv) Is the reported incident typical of how the formulation is generally used? no yes

14. Conditions under which the incident occurred: (*climatic conditions - wind, rain*)

15. Were other individuals affected in the same incident? no yes

16. Include any other details (additional pages may be attached) that may be relevant or useful in describing the incident and the way in which the formulation was used, in particular how the use reported here reflects common or recognized use patterns for this formulation.

III. Description of adverse effects:

17. Individual's reaction:

coughing *dizziness* *headache* *blurred vision*
hand tremor *staggering,* *sweating*

18. Route of exposure (*check main route or more than one if applicable*)

mouth *skin* *inhalation* *eyes*
other (specify):

19. Evidence that exposure to the pesticides as described above was the cause of the observed effects:

IV. Management:

20. Treatment given: No Yes: (*briefly describe*)

First aid administered: No Yes

Hospitalization: No Yes Unknown

21. Include any other details/information concerning the effects of the exposure and remedial action taken including medical intervention *(additional pages may be attached)*.

V. Reporting/communication:

22. Date of data collection/consultation:

23. Name and address of investigator/data collector:

24. Category of investigator data collector:

medical *paramedical* *non-medical*
field project worker *agricultural extension worker*
other (please specify)

25. Contact if further information if needed: Tel: Fax: E.mail

26. Has this incident been reported elsewhere? No Yes
If yes, where:

27. Send the completed incident report form to the Designated National Authority.
