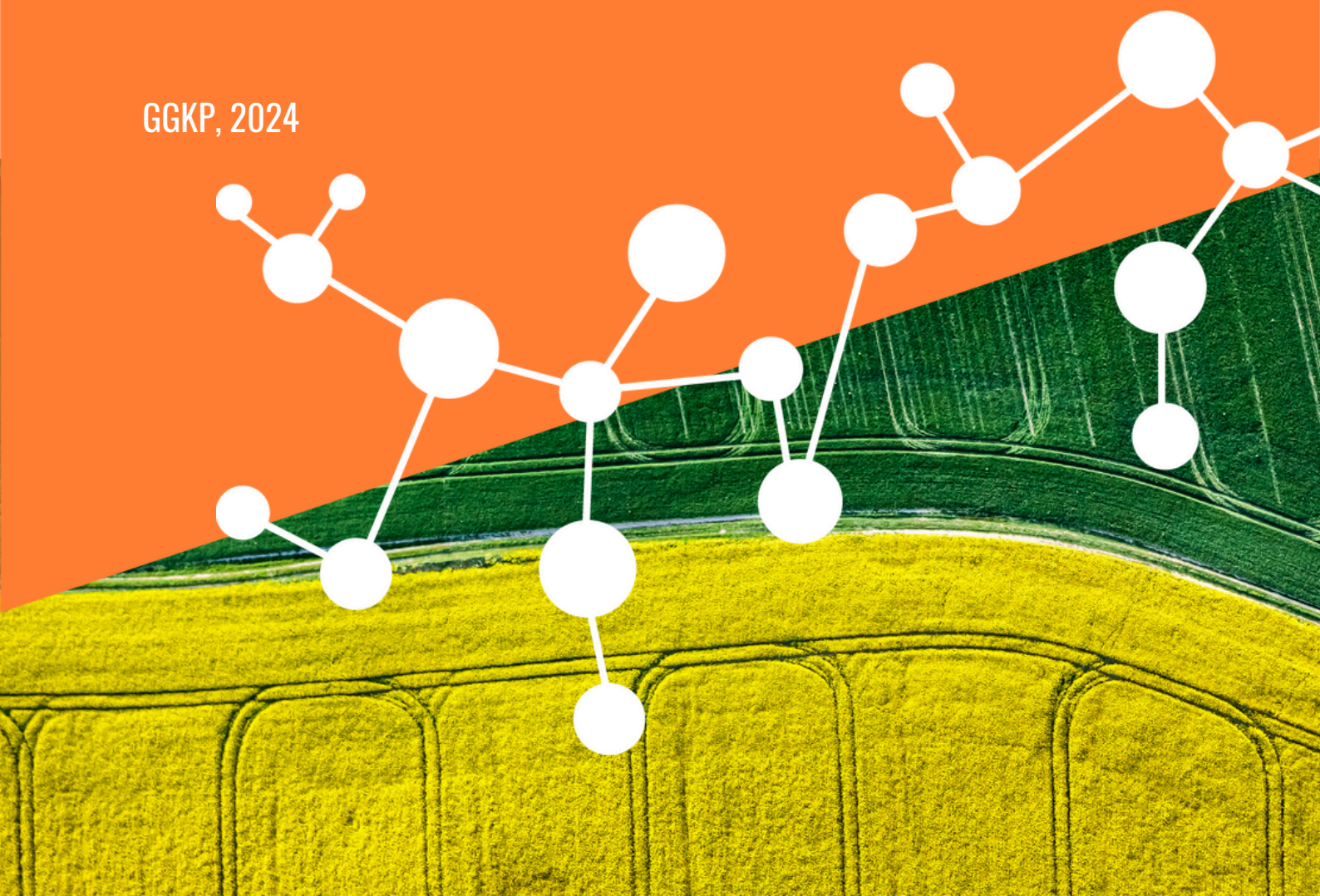


GUIDANCE

Guidance for Setting a National Mechanism for NIP Review and Update, and Reporting

GGKP, 2024



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ABBREVIATIONS AND ACRONYMS

C

COP: Conference of the Parties

M

MEAs: Multilateral Environmental Agreements

N

NCC: National Coordinating Committee

NIPs: National Implementation Plans

NPC: National Project Coordinator

NLA: National Leading Agency

NTE: National Technical Expert

P

PCBs: Polychlorinated Biphenyls

PCU: Project Coordinator Unit

POPs: Persistent Organic Pollutants

1 Introduction

1.1 The Stockholm Convention

The Stockholm Convention on Persistent Organic Pollutants, adopted in May 2001 and entered into force in May 2004, aims to protect human health and the environment from persistent organic pollutants (POPs).

The Convention requires its parties to take measures to eliminate or reduce the release of POPs into the environment. In this sense, Parties are required to develop National Implementation Plans (NIPs) to demonstrate how the obligations of the Convention will be implemented, and to review and update their NIPs, as appropriate, periodically and to address new obligations under the Convention.

Parties are also required to report to the Conference of the Parties (COP) on the measures taken to implement the provisions of the Convention and on the effectiveness of such measures in meeting the objectives of the Convention.

1.2 Objective of the document

The objective of this document is to provide guidance for setting a national mechanism for NIP review and update and reporting, helping Parties to develop and establish a standardized procedure to comply with the objectives of the Convention.

1.3 Structure of the document

This guide is designed to be an easy-to-read document that can be adapted to the particularities of each Party.

Chapter 1 presents basic background information related to the Stockholm Convention.

Chapter 2 describes the basic obligations of the Parties regarding the review and update of NIPs and reporting.

Chapter 3 describes the steps involved in the NIP review and update process.

Chapter 4 describes the necessary steps for reporting.

2 Parties' Obligations Under the Stockholm Convention

2.1 National Implementation Plans

Regarding National Implementation Plans, Article 7 of the Convention states:

1. Each Party shall:

(a) Develop and endeavor to implement a plan for the implementation of its obligations under this Convention.

(b) Transmit its implementation plan to the Conference of the Parties within two years of the date on which this Convention enters into force for it; and

(c) Review and update, as appropriate, its implementation plan on a periodic basis and in a manner to be specified by a decision of the Conference of the Parties.

2. The Parties shall, where appropriate, cooperate directly or through global, regional and subregional organizations, and consult their national stakeholders, including women's groups and groups involved in the health of children, in order to facilitate the development, implementation and updating of their implementation plans.

3. The Parties shall endeavor to utilize and, where necessary, establish the means to integrate national implementation plans for persistent organic pollutants in their sustainable development strategies where appropriate.

2.2 Reporting

Article 5 paragraph (a) states that Parties to the Convention shall:

Develop an action plan or, where appropriate, a regional or subregional action plan within two years of the date of entry into force of this Convention for it, and subsequently implement it as part of its implementation plan specified in Article 7, designed to identify, characterize and address the release of the chemicals listed in Annex C and to facilitate implementation of subparagraphs (b) to (e).

Additionally, the action plan shall include (Article 5 paragraph (a)(v)):

A review every five years of those strategies and of their success in meeting the obligations of this paragraph; such reviews shall be included in reports submitted pursuant to Article 15.

Regarding reporting, Article 15 of the Convention states:

1. Each Party shall report to the Conference of the Parties on the measures it has taken to implement the provisions of this Convention and on the effectiveness of such measures in meeting the objectives of the Convention.

2. Each Party shall provide to the Secretariat:

(a) Statistical data on the total quantities of production, import and export of each of the chemicals listed in Annex A and Annex B or a reasonable estimate of such data; and

(b) To the extent practicable, a list of the States from which it has imported each such substance and the States to which it has exported each such substance.

3. Such reporting shall be at periodic intervals and in a format to be decided by the Conference of the Parties at its first meeting.

3 NIP Review and Update Process

The review and updating NIP process can be subdivided into the following seven steps:

1. Identification of the need to review and update NIPs pursuant to Article 7
2. Initiation of the process of reviewing and updating NIP
3. Coordinating mechanism and process organization
4. Assessment of the effects of the external or internal factors on the country's existing NIP
5. Formulation of revised and updated NIP
6. Endorsement of updated and revised NIP
7. Transmission of updated and revised NIP to the Conference of the Parties

The following sections describe the actions to be taken for each of the above-mentioned steps.

3.1 Identification of the need to review and update NIPs pursuant to Article 7

Several factors can lead to a need to review and update the NIP. As the starting point of the review and update process, the country should assess whether it is affected by any external or internal factors listed below:

- External factors:
 - ▶ Changes in obligations arising from amendments to the Convention or its annexes, including the addition of chemicals to Annexes A, B or C;
 - ▶ Decisions of the Conference of the Parties that may affect how Parties implement Convention obligations, including adoption of guidance or guidelines;
 - ▶ Changes in the availability of technical or financial assistance; and
 - ▶ Changes in access to infrastructure external to the Party (e.g. disposal facilities).
- Internal factors:
 - ▶ Reporting under Article 15 of the Convention indicating that the Party's implementation plan is not adequate;
 - ▶ A change in national priorities;
 - ▶ A significant change in national circumstances (e.g. infrastructure or institutional arrangements); and
 - ▶ Inventories of persistent organic pollutants, after improvement or updating, indicating a change in the scope of the problem to be addressed.

If the need to review and update the NIP is due to amendments to the Convention or its annexes, the review and update, as well as transmission of the updated NIP to the COP of the Convention, should happen within two years of the entry into force of the amendment for it. If the need to review and update the NIP is triggered by any other of the factors listed above, a notification may be submitted to the other Parties to the Convention through the clearing-house mechanism, of the intention to review and update the NIP.

3.2 Initiation of the process of reviewing and updating NIP

The National Leading Agency (NLA) is responsible for conducting an assessment to identify the need to review and update the NIP, for what it should establish internal procedures and timelines. Once the assessment is finalized and the review factor(s) identified, the NLA should initiate the process of reviewing and updating the NIP, considering the most updated version of the guidance for developing NIPs available on the Convention website and apply it as appropriate.

When the review and update of a NIP has been undertaken in order to comply with changes in the obligations under the Convention occasioned by amendments to the Convention or its annexes, the revised and updated NIP should be transmitted to the Conference of the Parties (COP) of the Convention within two years of the entry into force of the amendment to the Parties. Moreover, if the review and update process is triggered by the addition of new POPs to the annexes of the Convention, the country should take into account the need to implement the following measures with respect to the newly listed POPs:

- Develop and implement action plans for unintentionally produced chemicals (Article 5)
- Develop and implement strategies for identifying stockpiles, products and articles in use, and wastes with POPs (Article 6)
- Implement control measures to reduce or eliminate releases from intentional production and use (Articles 3 and 4)
- Include the new chemicals in the programme for the effectiveness evaluation (Article 16)
- Include the new chemicals in the reporting (Article 15)

When the review and update of a NIP has been undertaken in response to any other external or internal factor, a notification may be submitted to the other Parties to the Convention through the clearing-house mechanism, of the intention to review and update the as soon as practicable.

As part of the NIP review and update, an evaluation of the efficacy of the adopted action plans, strategies, and measures included in the existing NIP should be carried out.

The NIP review and update process shall be initiated with an assessment of the financial and technical capacities of the country. In case incremental funding resources are needed, the coordination mechanism will take the necessary steps to apply for funding to support the review and update process through the financial mechanism established by the Convention.¹

3.3 Coordinating mechanism and process organization

The success of the review and update process lies in the implementation of a management structure and effective process planning. The country may have already developed a coordinating mechanism for the development of the NIP, or for the implementation of activities related to other multilateral environmental agreements (MEAs), such as the Rotterdam and Basel Conventions, in which case it can be adapted for the review and update process.

This structure and mechanisms established should include institutionalizing regular review and update of the NIP, and stocktaking of progress on NIP implementation, irrespective of an external trigger, following the considerations included in Annex V. Enhanced coordination at the national level to resolve issues and obstacles to progress should also be integrated. A plan for regular NIP review should be part of the NIP itself.

Among other actions, the coordinating mechanism shall undertake an assessment of the financial and technical needs of the country in order to carry out the review and updating process. The country might be eligible for funding to support the review and updating process. That funding should be sought through the financial mechanism of the Convention (Article 13).

The coordination mechanism should include relevant stakeholders from different areas (government and private sector). The following governmental and non-governmental areas should be involved or consulted:

- Environment (likely to have a leading role in overall management and coordination of the NIP)

¹ Applies to the eligible countries for Global Environment Facility (GEF) support.

- Finance (to secure the required financial commitment to review and update the process)
- Agriculture (responsible for POPs pesticide use, in particular ensuring that the country is using pesticides in accordance with the Convention-specific exemptions and acceptable purposes)
- Industry (Import and export, trade)
- Public health
- Transport (for safe transport of chemicals)
- Waste disposal and recycling
- Representatives from industry and commerce such as trade associations and professional bodies
- Environmental, public health and other civil society groups concerned with POPs
- Health and safety groups
- Community representatives
- Academic and research institutions

The main objectives of the coordination mechanism are to:

- Raise awareness within government departments, ministries and agencies of the POPs issue, the Convention, new POPs added to the Convention and the need to develop, review, or update the NIP.
- Begin or continue the process of raising awareness of POPs issues with stakeholders outside government.
- Achieve sufficient political commitment to enable the successful development, review, or updating of the national implementation plan, including institutionalizing regular national implementation plan review and updating, as well as stocktaking of progress on implementation, irrespective of an external trigger.
- Establish a structure and mechanisms for planning, managing and supervising the development, review, or updating of the NIP consisting of an effective executing body and a mechanism to involve all relevant stakeholders, in particular building on work with other MEAs such as the Rotterdam and Basel Conventions.
- Produce a detailed project plan for the development, review, or updating of the NIP and gain the commitment of necessary expertise, resources and facilities to successfully establish and maintain NIP “task teams”.
- Plan, initiate and sustain an information dissemination campaign.
- Coordinate the preparation and submission to the Secretariat of the national reports as per the reporting obligations under the Stockholm Convention.

3.3.1 Organization and responsibilities

The coordination mechanism would be convened or set up, as it corresponds, by the NLA. This mechanism should consist of a national coordinating committee (NCC), which would serve as a multi-stakeholder body responsible for overseeing (and ensuring stakeholder involvement in) NIP development, review and updating; and a project coordination unit (PCU), which includes a national project coordinator (NPC), task teams and experts, responsible for executing NIP development, review and updating. As previously mentioned, the country may already have established coordination mechanisms related to other MEAs that can be adapted to the review and update NIP task. Annex I presents a detailed description of the coordinating mechanism structure.

When establishing the PCU and NCC, the NLA should:

- Identify or confirm the NPC, who will be responsible for project management and managing the work of the PCU.
- Organize the membership of the PCU, which will take executive responsibility for the development, review, and updating of the national implementation plan.
- Prepare a preliminary list of key stakeholders inside and outside government who should be engaged in the NCC or alternative mechanism for stakeholder engagement. Key areas and stakeholders are mentioned in Annex II.
- Develop terms of reference for the PCU, NPC and consultants to be engaged in the process. Suggested terms of reference are given in Annex III.
- Develop mechanisms for members of the PCU and NCC to communicate, transmit information, agree on assignments and receive feedback.
- Establish the PCU and commence project planning.

A detailed approach for this procedure is included in Annex IV.

The PCU is responsible for the execution of the review and update process. This unit must formulate a project plan that assigns responsibilities, resources and budgets required and identify training and capacity-building needs for the tasks to be undertaken. The unit also has the responsibility of defining procedures for the coordination of the core team, and wider stakeholder involvement, as appropriate, including the identification and establishment of task teams; and a mechanism for identifying and responding to needs in terms of internal capacity-building and external assistance. Another important responsibility of this unit is to identify existing programmes and initiatives that may be linked to the POPs issue and ensure that links are made to these programmes and initiatives to coordinate with the POPs programme.

The NPC will be responsible for project management and managing the work of the project coordination unit.

The task teams will take the lead on technical tasks regarding the review and update of POPs inventories and assess the status of infrastructure and capacities at a national level.

3.4 Establishment of POPs inventories and assessment of national infrastructure and capacity

The scope of the review and update process will be determined by the factors that triggered the process. The NPC should define the scope of the review at the beginning of the process.

When dealing with a change in obligations arising from amendments to the Convention or its annexes, including the addition of chemicals to Annexes A, B or C, an initial desk review of the presence of the new POPs listed within the country should be conducted, and then decide which ones need a national inventory. The PCU task teams with expertise in specific areas, such as POPs pesticides and industrial chemicals, would be responsible for conducting the desk review. Once the desk review is finalized and the potential presence of new POPs in certain sectors is documented, the inventory work could start using the latest versions of the inventory guidance documents prepared by the Secretariat.

The objectives of the inventory are to:

- Obtain, review and summarize information on the sources, use and production of POPs, including gathering information on presence in stockpiles and wastes, and determining the baseline situation.
- Identify gaps in resources, capacity, and knowledge that prevent the complete assessment of the status of POPs.
- Identify whether the current situation meets the requirements of the Stockholm Convention, and other chemicals and waste conventions if possible, and identify areas where it does not.

- Fulfil reporting obligations under the Stockholm Convention.
- Identify technical and financial assistance needed to complete NIP development, review, or updating as well as implementation.
- Facilitate coordination and integration with national sustainable development, chemicals management and pollution control policies.
- Facilitate coordination, as appropriate, with activities addressing other MEAs (e.g. Rotterdam and Basel Conventions).

The inventory aims to provide information on the following:

- The manufacture, import, export, distribution, use and management of POPs chemicals.
- Institutional setting and infrastructure assessment for POPs management, regulation and enforcement.
- The health and environmental impacts of POPs.
- Preliminary inventory of POP pesticides, or update of existing one.
- Preliminary inventory of PCB-containing equipment or update of existing one.
- Preliminary inventory of industrial chemicals and POPs in articles, or update of existing one.
- Preliminary inventory of releases of unintentionally produced POPs, or update of existing one.
- Summary of relevant data on environmental contamination and exposure.
- Review of legal and enforcement mechanisms.
- Analysis of the socio-economic aspects of POPs use.

Where possible, data on new POPs should be obtained through a review of existing information. The participation of key stakeholders in the consultation process is essential for obtaining reliable results. It is therefore important for task teams to identify those groups and individuals that hold realistic information on the new POPs.

Amendments to the Convention or its annexes may affect provisions included in the national legal framework. A review and evaluation of the legal framework and institutional infrastructure with reference to meeting the requirements of the Convention should be performed, and when appropriate, changes in the legal framework and/or institutional infrastructure pertaining to the management of POPs should be implemented. The NPC should determine the timetable over which to implement the changes in order to comply with the obligations of the Convention.

The review of legal requirements and obligations should also include, regional and international agreements, allowing the identification of shortcomings in institutional, legal and environmental situations relevant to these, and understanding of the possible links to the Rotterdam and Basel Conventions and opportunities for synergy – collaborative action between the three Conventions.

When the review and update process is triggered by any of the other external or internal factors, apart from a change in obligations arising from amendments to the Convention or its annexes, including the addition of chemicals to Annexes A, B or C, a reassessment of national priorities vis-à-vis those contained in the existing NIP or for the implementation of other MEAs is needed and adjust the plans accordingly. As a result of the review of the institutional framework, possible priority areas requiring strengthening and improvement can be identified.

3.5 Priority assessment and objective setting

A reassessment of the NIP objectives must be done taking into account accomplishments in managing the initially listed POPs up to the present day. In addition, new NIP objectives for the management of new POPs should be developed based on the outcomes of the national inventories.

When reviewing and updating their NIP, the need to implement the following measures with respect to newly listed POPs should be considered:

- Develop and implement action plans for unintentionally produced chemicals (Article 5 of the Convention).
- Develop and implement strategies for identifying stockpiles, products and articles in use, and wastes with POPs (Article 6 of the Convention).
- Implement control measures to reduce or eliminate releases from intentional production and use (Articles 3 and 4 of the Convention).
- Include the new chemicals in the programme for the effectiveness evaluation (Article 16 of the Convention).
- Include the new chemicals in the reporting (Article 15 of the Convention).

The PCU would:

- Undertake the development of criteria and review of the work done to establish/update the baseline situation.
- Develop a list of possible criteria for assessing the priority of POPs-related issues. This list could be cross-checked against criteria used in other countries and reviewed by international organizations or experts. The PCU should consider a review by the NCC before finalizing the criteria.
- Initiate reviews of the data gathered as per Section IV as described above and provide an initial assessment of the key areas and priorities using the criteria developed. These would be presented to the NCC for its input.
- Draw up a list of possible objectives for POPs management and implementation of the Convention, based upon the requirements of the Convention, the assessment of changes required to implement them, and the identified priorities. The NCC would review the possible objectives and set out preliminary objectives for the short and longer term for POPs management and the development of the NIP.

3.6 Formulation of revised and updated NIP

Once the information related to the factors that determined the need to review and update the NIP is gathered, the existing NIP and any other national-related strategies should be adjusted as necessary. Each section of the initial NIP should be reviewed to identify areas that will need to be updated. Some areas, such as country profiles, may require minor updates only. The sections on the assessment of the POPs issue in the country will need to be updated to reflect the findings obtained as per the indications in Sections 3.4 and 3.5 during the NIP review and updating process.

When initiating the formulation of the revised and updated NIP, the structure included in Annex 10 of the Guidance for developing a NIP for the Stockholm Convention should be followed. This entails three main chapters:

- *Chapter 1 – The introduction* would outline the purpose and structure of the NIP, including a summary of the Stockholm Convention, its aims and obligations. It would describe the mechanism used to develop or review/update the NIP and the stakeholder consultation process. A summary of the POPs issue would provide context and background outlining the chemicals, their uses and the problems they cause.
- *Chapter 2 – Country baseline* would provide basic background information relevant to the NIP. It would describe the current situation and state of knowledge in the country about POPs and the status of institutional and other capacities to address the problem.

- *Chapter 3 – Strategy and action plan elements of the national implementation plan* would have two elements: a formal policy statement and the implementation strategy for the NIP. The implementation strategy would set out specific (updated or new, where relevant) action plans or strategies to achieve Convention obligations and any additional objectives set by the country.

The following information and data compilations should be carried out when formulating the revised and updated NIP:

- Preparing a summary of the Stockholm Convention, its aims and obligations, the mechanism used to develop or review/update the NIP and the stakeholder consultation process, as well as a summary of the POPs issue to provide context and background outlining the chemicals, their uses, and the problems they cause – for its inclusion in Chapter 1.
- Synthesizing the inventory information and data on initially listed POPs and new POPs and the progress to date in implementing the initial and, where relevant, subsequent versions of the NIP – for its inclusion in Chapter 2.
- Reviewing the prioritized list of objectives for the short and longer term for POPs management necessary to meet the requirements of the Convention and country objectives, while establishing linkages and synergies with activities related to the implementation of other MEAs – for its inclusion in Chapter 3.

3.7 Endorsement of updated and revised NIP

The main objectives of this step are to communicate the reviewed and updated NIP to stakeholders and obtain their feedback for inclusion in the final version of the NIP.

The PCU, with guidance from the NCC, should identify a mechanism to be used for consultation on the NIP and draft suitable background information to accompany the NIP to explain the reason for its development, its aims and implications, and the process of gathering feedback on the NIP. The PCU is responsible for carrying out the consultation, gathering and assessing any resulting feedback, amending the NIP taking account of feedback where necessary, and presenting the revised NIP to the NCC.

In accordance with the NCC, the PCU would determine a mechanism to secure the necessary endorsement for the NIP and measures needed to implement it. After that, the PCU would ensure that the NIP is transmitted to the COP as required.

The final version of the NIP must be transmitted through the Official Contact or through the country's Ministry of Foreign Affairs, with a cover letter addressed to the head of the Secretariat. A template is included in Annex VI.

3.8 Transmission of updated and revised NIP to the COP

When the review and updating of a NIP has been undertaken in order to comply with changes in the obligations under the Convention occasioned by amendments to the Convention or its annexes, the communication of the revised and updated NIP to the COP must be done within two years of the entry into force of the amendment for the country. When the review and updating of a NIP has been undertaken in response to any other external or internal factor, the communication of the revised and updated NIP to the COP shall be made as soon as practicable.

The NIP should be transmitted in both hard copy and electronic versions.

4 Reporting

To enable monitoring of the implementation of the Stockholm Convention by its Parties, the Convention provides that each Party reports to the COP on the measures it has taken to implement the provisions of the Convention and on the effectiveness of such measures in meeting the objectives of the Convention, as per Article 15.

4.1 Obligations

The Convention reporting obligations, the formats² and timelines³ for submission are described in Annex VII.

4.2 National reporting mechanism

The national coordination mechanism should be used to ensure consistency in information and data collection in a harmonized manner with the NIP review and update and compliance with reporting obligations under the Stockholm Convention.

When initiating the NIP review and update, the PCU task teams with expertise in specific areas would be responsible for conducting desk reviews to identify the information and data reporting needs as per the latest formats of reporting obligations.

The identified information and data reporting needs should be considered and addressed during conducting the POPs inventories and assessment of the national legal framework and institutional infrastructure.

The information and data compiled should be transferred in the relevant reporting formats and validated by the NCC.

The information provided in the national reports is one of the main references to be used for the evaluation of the effectiveness of the Convention in accordance with Article 16, including the progress towards the elimination of polychlorinated biphenyls (PCBs).

4.3 Contact/focal point

Each Party must designate an Official Contact/National Focal Point who has the authority to submit a national report to the Secretariat.

The PCU through the Official Contact Point/National Focal Point must submit to the Stockholm Convention Secretariat the required reports as per the deadlines indicated in Annex VII.

In accordance with the coordination mechanism structure presented in previous sections, the PCU official contact point/national focal point must produce and communicate to the COP a national report on the measures taken to implement the provisions of the Convention.

The PCU must identify and establish task teams that will review the provisions of the Convention relevant to the chemicals being examined. The task teams will be composed, whenever possible, of existing specialized governmental institutions and/or agencies, which have already participated in developing or updating the NIP.

² These formats are periodically updated therefore, Annex VII should be kept updated as well. Also, when new POPs are added, additional reporting obligations and formats are added.

³ These timelines may change depending on the decisions of the Conferences of the Parties to the Stockholm Convention.

ANNEX I: COORDINATION MECHANISM STRUCTURE

National lead agency

The national government will appoint a national lead agency (NLA) and a national project director (NPD), who should be a high-level official of the NLA (e.g. minister, secretary, or general director). The NPD will be the certifying officer for the purpose of reporting on the progress of the NIP project to the GEF executing agency, where applicable. The NLA will be the legal entity responsible for executing the project. The NLA will establish a national coordination committee (NCC) and a project coordination unit (PCU) and will appoint a national project coordinator (NPC), whose selection should be discussed with the GEF executing agency, where applicable, and be endorsed by the PCU or the NCC, as appropriate. The NLA should provide the necessary scientific, technical, and administrative support to the work of the PCU, working in close cooperation with relevant government agencies, the scientific community, and the public and private sectors. It should ensure that all documentation from the project is consistent with the objectives.

National project coordinator

The NPC will act as secretary to the NCC and oversee overall project execution and coordination with the GEF executing agency, where applicable. He or she will be responsible for achieving the objectives and outputs of the project, including NIP preparation.

The NPC will be responsible for setting up a project team and organizing the work of the PCU. The core of the project team will consist of the NPC and a project assistant, one to three national technical experts, and a financial officer. One or more international technical experts will assist the national project team. The technical experts will be responsible for the validity of technical reports and documents and for all technical work done for the project. The project team will be responsible for setting up task teams to fulfil specific project activities. The members of the project team and the task teams will be subject to approval by the PCU or the NCC. It is expected that country-based activities will be executed in a decentralized manner, with various governmental and/or non-governmental agencies being responsible for executing activities in their areas of expertise (e.g. the Ministry of Agriculture might be responsible for the inventory of pesticides).

National coordinating committee

The NCC will oversee the project. In general, the NCC will facilitate the coordination of project activities among national stakeholders, will be responsible for policy input, and will provide guidance and support for the execution of the project and to the NLA and NPC. Functional guidance will be provided, for example, through the review of regular reports and monitoring and evaluation activities. Individual members may be responsible for overseeing specific components of NIP development, review, or updating. Collectively, the NCC will contribute to final reviews of the NIP. It will also play an important role in further resource mobilization for the implementation of project results.

More specifically, the NCC will:

- Endorse the detailed work plan and schedule for the NIP development, review, or updating
- Identify and recommend public information and awareness-raising activities
- Review and comment on sectoral task teams' composition and work plans
- Recommend the elaboration and updating of supporting documents and efforts, such as the National Profile and necessary improvements to the current regulations to accord with the NIP
- Review and comment on project reports, including action plans and strategy documents
- Ensure that cross-sectoral issues are adequately tackled by sectoral working groups

It is proposed that an already existing inter-sectoral committee, dealing with chemicals management issues, could form the core of the NCC, supplemented by representatives from other POPs-relevant institutions. The members of the NCC will be nominated by the respective institutions and appointed by the NLA. The NPD or a senior official of one of the member institutions will chair the NCC. The NCC may comprise up to 15 members, including the main actors in government (ministries of environment, industry, agriculture, health, labour and others as appropriate) and as deemed necessary, representatives of industry and civil society (environmental NGOs, academia, trade unions, etc.). The NCC will hold regular quarterly meetings and extraordinary meetings will be convened whenever called for by the agreed quorum. A quorum shall be formed by 50 percent of the membership.

Some countries may decide to have an NCC with executive functions and hence composed of only government agencies. In these situations, it is helpful to have a diverse committee with representatives from NGOs, the labor sector, academia, research institutions, and industry. This committee can stay informed, review, and give feedback on the development, review, and updating of the NIPs.

GEF executing agency

For countries developing, reviewing, or updating a NIP with the financial support of the GEF and the assistance of a GEF executing agency, the GEF executing agency can provide support to the NLA as needed during project implementation. At each GEF replenishment, all eligible parties will have direct access to GEF resources to finance activities related to the review and updating of their NIPs to include the new POPs added to the Stockholm Convention at COP-4 as per their obligations under Article 7 of the Convention.

Thematic task teams

The task teams, led by a local technical expert with the possible assistance of international experts, will oversee the detailed gathering of information and consideration of issues for the development, review, or updating of the NIP that relates to their specific task. This will be accomplished through several key activities including, inter alia:

- Development of a work plan and budget (including expected outcomes, resources required, and monitoring procedures) for the duration of their tasks.
- A review of the provisions of the Stockholm Convention relevant to the chemicals being examined.
- Gathering baseline national-level information (i.e. a subject-specific situation analysis) on the production (intentional or unintentional), use, presence in the environment or humans, and disposal of the chemicals being addressed.
- Input the baseline information mentioned above into the elaboration and updating process for the National Profile, where applicable.
- Consideration of relevant guidance and expertise available from the Organization Programme for the Sound Management of Chemicals (IOMC) organizations, and others, where available.
- Development of national-level action plans within a systematic framework through the consideration of the relevant goals set out by the Stockholm Convention for the chemicals, and consideration of key objectives and priority activities that can assist in reaching the goals.

In support of capacity-building, the task teams will be composed whenever possible of existing specialized institutions and agencies already appointed by relevant ministries to perform specific tasks. Representatives of academia and various other sectors of industry that use, distribute and dispose of POPs may also be involved.

The NPC will coordinate the work of the task teams.

ANNEX II: AREAS AND STAKEHOLDERS TO BE CONSIDERED WITHIN THE COMPOSITION OF THE NCC

As appropriate, the government and non-governmental officials responsible for the implementation of chemicals-related MEAs, as well as the specific areas listed below, should be involved or consulted by NLA when organizing the composition of the NCC:

- Environment: likely to have a leading role in overall management and coordination of the NIP and responsibility for environmental issues including waste management.
- Finance: necessary to secure the required financial commitment to the development, review, updating and implementation of the NIP and to take into account potential impacts on the economy.
- Agriculture: responsible for POPs pesticide use, in particular ensuring that the country is using the pesticides in accordance with the Convention-specific exemptions and acceptable purposes.
- Industry: affected by regulations on production/disposal of waste and articles containing POPs as well as by-product releases.
- Import and export: required to adequately control POPs flows into and out of the country and as a possible source of information on articles containing POPs on the national market.
- Public health: particularly those involved in malaria vector control and control of head lice and scabies (to ensure DDT and lindane are addressed respectively) and issues of exposure to POPs.
- Trade: for issues that refer to the control of transboundary movements of POPs and POPs waste.
- Transport: for safe transport of chemicals.
- Waste disposal and recycling: affected by regulations on the disposal of POPs and the recycling and disposal of articles containing POPs.
- Non-governmental:
 - ▶ Representatives from industry and commerce such as trade associations and professional bodies: examples are chemical manufacturers; importers; exporters; end-users; plastics industry; electrical and electronic equipment industry; furniture, textiles, and packaging material industry; waste management industry; power sector; and other industrial concerns affected by possible controls on intentional and unintentional production. POPs issues will impact many parts of the economy.
 - ▶ Environmental, public health and other civil society groups concerned with POPs: POPs can impact public and environmental health.
 - ▶ Health and safety groups: workplace exposure is an important area for POPs management.
 - ▶ Community representatives: including representatives of youth and women's groups and groups involved in the health of children and aboriginal groups, to ensure that their communities' concerns are taken into account.
 - ▶ Academic and research institutions: the issue of POPs can be highly technical and may require specialist knowledge.

ANNEX III: SUGGESTED TERMS OF REFERENCE

National project coordinator

Background

Parties to the Stockholm Convention are required to develop, review and update NIPs describing how they will meet the obligations set by the Convention. Developing countries and countries with economies in transition are eligible for GEF capacity-building support for enabling activities to strengthen their ability to implement a systematic and participatory process for the preparation and production of NIPs.

A PCU will be established in each of the countries and, under the leadership of an NPD and NPC, will be responsible for managing the project on a day-to-day basis and for ensuring the achievement of project objectives and outputs, including the production, review, or updating of a NIP.

Principal responsibilities

Under the responsibility of the NPD (see the section on “Implementation arrangements” at the beginning of this annex for details), the NPC has the following principal responsibilities to:

- Lead and coordinate the day-to-day management of the project and the project staff, including administration of the project in conjunction with the relevant GEF executing agency 11 procedures, where applicable.
- Lead the development of the detailed project design, in collaboration with the concerned technical experts and in consultation with the NCC. This includes the production of a work plan; preparation of the terms of reference for international and national experts recruited under the project and drafting of contracts for experts; preparation of technical specifications for equipment purchased under the project; cost estimation; activity scheduling; and reporting on the planning of project activities and budget expenditures.
- Be fully aware of and familiar with all financial and technical rules, regulations and procedures relevant to project implementation (both GEF executing agency, where applicable, and national). The NPC will also be responsible for ensuring that project staff (and other relevant staff of participating organizations) are aware and familiar with these rules, regulations and procedures, and with their application.
- Ensure the implementation of activities stipulated in the work plan such as workshops, capacity assessments, training, environmental appraisals and inventories.
- Coordinate, monitor and supervise the activities of consultants and short-term experts providing input to the project, including supervision of the implementation of the activities undertaken by consultants and experts, logistics, review of technical and progress reports, achievement of project outputs and objectives, and cost control.
- Liaise with the GEF executing agency, where applicable, to obtain the assistance needed during project implementation, which may include technical directives for project activities or assistance in identifying and engaging experts.
- Liaise regularly with the NCC and the project team to ensure that the decisions and recommendations of the NCC and the opinions of the project team are fully incorporated within the scope of the project's implementation.
- Ensure that all national stakeholders are identified and are adequately informed of and involved in the project.

Duration

The appointment of the NPC will be for the full duration of the project.

Qualifications and experience

The NPC should preferably possess the following or broadly equivalent experience:

- Advanced university degree in natural sciences, environmental sciences, engineering, or economics
- Minimum of 6-10 years of professional experience in the field of chemicals management
- Experience with the design and implementation of environmental programmes and projects, including the writing of environmental management plans
- Good communication and management skills
- Computer skills
- Language skill is an additional asset

Reporting requirements

The NPC should work under the supervision of and report to the NPD. The NPC should regularly report to the NCC on the plans, progress and technical reports of the project.

The NPC should submit quarterly financial and progress reports to the GEF executing agency, where applicable, including details on any problems encountered or foreseen and the proposed solutions to these problems. Deviations from the foreseen timetable for implementation should also be reported. The members of the NCC may also be provided with copies of the progress reports for information.

National technical expert

Principal responsibilities

A national technical expert (NTE) will work under the responsibility of the NPC, executing the following project activities and responsibilities needed to produce a specific output (as identified in the project document).

The NTE will be responsible for the following fields of expertise:

- Sound chemicals management activities
- Development of legislative, regulatory and enforcement tools to ensure compliance with the Stockholm Convention
- Analysis and control of industrial pollution and releases
- BAT/BEP for POPs emission source categories
- BAT/BEP for the production and use of PFOS and related chemicals
- BAT/BEP for the recycling and disposal of articles containing POP-PBDEs
- Monitoring of POPs releases and presence in air, water, soil, and sediments
- Management of obsolete stocks and POPs-contaminated sites
- Socio-economic implications of POPs reduction and elimination
- Sampling and analytical methods of POPs in different media
- Monitoring of POPs residues in food and POPs human exposure
- Awareness raising and public involvement
- Environmentally sound disposal of POPs

In addition, the NTE may:

- Be requested to propose candidates for the task team and prepare the terms of reference for their positions

- Organize and/or provide (with or without international technical expert assistance) training and guidance to the task team responsible for specific tasks
- Be responsible for verifying the work of the various task teams, ensuring the technical validity of their work and products
- Be responsible for compiling the products of the task team's work and for producing (with or without international technical expert assistance) the final document as agreed with the NPC.
- Cooperate closely with an international technical expert (ITE) in his or her field of expertise and provide the ITE with necessary local support.

Duration

The appointment of the NTE will be for a given number of months, distributed according to his tasks throughout the whole duration of the project.

Qualifications and experience

Expertise and experience necessary for the tasks assigned, which might include or be equivalent to:

- Advanced university degree in a relevant field (natural sciences, environmental sciences, engineering, economics, or law)
- Minimum 6 years of professional experience
- Experience in the design, implementation, and management of environmental programmes and projects, including the writing of environmental management plans
- Experience in management and state administration
- Good national legislative knowledge from relevant fields (environment, health protection, chemicals management and industrial pollution)
- Good communication and training skills
- Computer skills
- Knowledge of one official United Nations language is required

Project assistant

Principal responsibilities

The project assistant will assist the NPC in the management of day-to-day activities, and will have the following responsibilities:

- Participate in day-to-day activities relating to project implementation and provide assistance to the NPC
- Be responsible for daily communication with project partners and for daily tasks (such as organizing workshops/meetings/training, and preparation of background documents) that do not require the NPC's participation.
- Participate in project team and NCC meetings, prepare the minutes of the meetings and distribute them to participants, and maintain the day-to-day records of project implementation
- Maintain the project website

Duration

The project assistant will be recruited for the full duration of the project.

Qualifications

The individual should have expertise or experience such as listed below or broadly equivalent.

- Minimum of one-year experience assisting in project management
- University degree in natural sciences, management, or economics
- Experience with project implementation
- Good communication and management skills
- Computer skills
- Language skill is an asset

Financial officer

Principal responsibilities

The financial officer will assist the NPC in the day-to-day running of all financial operations. Responsibilities include:

- Reporting on a weekly basis on the financial status of the project team
- Timely paying invoices upon approval of the NPC
- Invoicing external entities and controlling payments; alerting the NPC when problems appear
- Preparing financial inputs for the quarterly reports of the NPC
- Screening and compiling the financial documentation to be submitted on a monthly basis
- Technical cooperation with banks (opening accounts, controlling, closing accounts)
- Managing the cash reserve of the project team
- Assisting the NPC in auditing the project
- Managing VAT recovery and preparing tax declarations
- Managing the payroll of the project team
- Cooperating with the preparation of the quarterly financial budgets

Qualifications and experience

The individual should have qualifications or experience broadly equivalent to the list below:

- Experience in running financial operations listed in the principal responsibilities above
- Professional degree in economics, accounting, or equivalent is an advantage
- Familiarity with relevant legal regulations
- Experience in work in international or foreign assistance programs will be a great advantage
- Familiarity with relevant professional computer programmes
- Good interpersonal relations skills

Duration

The financial officer will be recruited for the full duration of the project, but possibly on a part-time basis.

Reporting requirements

The financial officer will report directly to the NPC.

International consultants

Possible tasks

International consultants would contribute to capacity-building in countries by assisting country project teams in the execution of relevant activities, supporting technical work, and providing advice and necessary training in specified fields of expertise.

The specific tasks for international consultants would be decided on a case-by-case basis to meet project needs but might include technical assistance and technical advice in the following specified fields of expertise:

- Design of environmental programs and projects
- Environmental appraisals and audits
- Sound chemicals management, including POPs management in particular
- Industrial pollution by POPs
- BAT and BEP for POPs source categories
- Environmentally sound management (ESM) of hazardous waste containing POPs
- Environmentally sound POPs destruction and disposal
- Remediation of POPs-contaminated sites
- Evaluation of POP health impact
- Evaluation of POPs environmental impact
- Evaluation of POPs socio-economic impact
- Sampling and analysing POPs
- POPs emission inventories
- POPs alternatives to be used for disease vector control
- POPs alternatives in termite control
- POPs alternatives in agricultural uses
- POPs alternatives in industrial uses
- Assessment of costs and cost-benefit analyses
- Legislation and infrastructure
- Enforcement and compliance

More specifically and as appropriate, international experts may:

- Assist in the assessment of national institutional capacities for POPs management; national POPs legislative, regulatory, and enforcement capacities; national BAT and BEP capacities; national POPs socio-economic/health/environmental impacts; socio-economic implications of POPs reduction/elimination; and POPs monitoring and research and development capacity.
- Provide relevant training and advice to the task teams and review documents and reports they prepare.
- Assist in the development and review of national POPs inventories.
- Assist in the development of criteria for prioritizing POPs and options for POPs reduction and elimination.

- Provide advice on identifying barriers to the phase-out, reduction, remediation, and disposal of POPs and actions to remove them; awareness raising and information exchange mechanisms; necessary capacity-building activities; technology and know-how transfer needs; and estimation of investment costs.
- Lead the work related to the identification of NIP targets, timeframes, and indicators.
- Conduct the initial cost estimate for NIP execution.

Professional competencies and experience

International consultants should possess suitable experience and qualifications broadly equivalent to the following:

- Advanced degree in natural sciences, environmental sciences, engineering, chemicals legislation, or economics
- Minimum 10-15 years of professional experience, preferably in the region
- Understanding of legislation in the area of the environment and chemicals management relevant to the assignment
- Good interpersonal and training skills
- Very good written and spoken English and/or other United Nations languages (Arabic, Chinese, French, Russian, Spanish)
- Knowledge of POPs issues and Stockholm Convention provisions

Logistics and costs

The project location will be in the country developing, reviewing, or updating the NIP, but it is expected that consultants will be in the country only for the time needed for the provision of their expertise. The project will cover travel costs in addition to consultancy fees.

ANNEX IV: DETAILED APPROACH IN ESTABLISHING PCU and NCC

- Initiate a “planning and inception meeting” of key government departments and agencies to establish the PCU and identify the NPC.
- Circulate beforehand a briefing document on the Stockholm Convention, commitments, background on issues and assessment of POPs issues in the country, a suggested list of stakeholders to be considered for inclusion, and a suggested format for stakeholder input. The outcomes of this meeting would be the expected membership of the PCU, a clear idea of the NPC, an agreed strategy for stakeholder involvement and project supervision, and an outline of an initial NCC, including its composition and chair.
- Finalize membership of the PCU and assemble preparatory documents and information for members, including a draft agenda and expected results of the first PCU meeting, and basic ground rules for the operation of the PCU.
- Convene the first PCU meeting to set out and agree on rules for the development of the national implementation plan, outline technical aims and objectives, assign responsibilities for areas of national implementation plan assessment and development, agree on a mechanism for stakeholder involvement, initiate the establishment of the NCC, develop a project plan, and estimate related resources required and key players that must be involved.
- Hold the first NCC meeting to brief stakeholders on the Convention and its information requirements, rationale, and objectives. Present the project plan for national implementation plan development.
- Gather feedback on the composition of the NCC, interests, and aims of stakeholders and issues that need to be addressed and suggest a mechanism for receiving additional inputs.
- Get agreement on the proposed project plan for the development of the national implementation plan, consulting with all members of the PCU and, if necessary, convening a second meeting to finalize the plan. Communicate the plan to the NCC and wider stakeholder group as appropriate.
- Develop a mechanism to engage stakeholders throughout the development and implementation of the national implementation plan. If appropriate, produce outreach information on the POPs issue for distribution to potential stakeholders and organize a point of contact for anyone seeking information on the development of the NIP.
- Consider setting up a mechanism to respond to requests for information on POPs from the public, industry and others.

ANNEX V: CONSIDERATIONS ON REGULAR REVIEW AND UPDATING OF THE NIP, AND STOCKTAKING OF PROGRESS ON IMPLEMENTATION STATUS

The review and updating of the NIP should build on existing work and assessments where they are available. This may include, for example, previous NIPs, national profiles, national Strategic Approach to International Chemicals Management (SAICM) implementation plans, national action plans for the implementation of the Rotterdam Convention, national Globally Harmonized System of Classification and Labelling of Chemicals (GHS) implementation strategies, waste management and other chemicals management implementation efforts.

NIPs should not be reviewed or updated in isolation, but should take due account of the aims of sustainable development in the sense of socially, economically and environmentally appropriate policies and actions to maximize the overall benefits they produce. They should be linked to related initiatives where possible to ensure maximum efficiency and reduce duplication of effort.

In view of the synergies decisions – aspects of the Rotterdam Convention, for example, concerning the import and export of chemicals, and the Basel Convention, for example, concerning the environmentally sound management and disposal of hazardous wastes – considerations on the requirements of, and possible synergies with, the Rotterdam and Basel Conventions when reviewing or updating the NIP should be made.

National reports on the measures taken to implement the provisions of the Convention shall include an evaluation of the strategies for identifying stockpiles, products and articles in use, and wastes with POPs. Moreover, when applicable, the reports shall include the evaluation of the strategies implemented to reduce or eliminate releases from unintentional production of POPs. That revision should include an evaluation of the initial and subsequent estimates of unintentional POPs releases, to establish and maintain the consistency necessary for discerning meaningful trends in releases over time.

ANNEX VI: TEMPLATE FOR THE TRANSMISSION OF NIP PURSUANT TO ARTICLE 7 OF THE STOCKHOLM CONVENTION BY THE PARTIES

Subject: Transmission of [reviewed and/updated/] national implementation plan prepared by ...
[Name of the party transmitting the plan]

Dear Executive Secretary,

I am pleased to transmit the national implementation plan prepared by our government to the conference of the parties in accordance with the provision of Article 7 of the Stockholm Convention through your office. This contains the following:

Please check the appropriate box(es)

- ☐ Electronic version of the NIP
- ☐ Hard copy of the NIP

This NIP/updated NIP addresses the following:

Please check the appropriate box(es)

- ☐ Initial 12 POPs
- ☐ Amendment by COP 4 that included 9 more POPs
- ☐ Amendment by COP 5 that included Endosulfan
- ☐ Amendment by COP 6 that included HBCD
- ☐ Amendment by COP 7 that included 3 more POPs (HCB, PCP and PCN)
- ☐ Amendment by COP 8 that included 2 more POPs (SCCP, c-decaBDE)
- ☐ Amendment by COP 9 that included 2 more POPs (dicofol, PFOA)

I would appreciate it if you could kindly acknowledge this transmission at your earliest convenience.

Yours sincerely,

Name:

Date:

Post:

Organization:

Please check the appropriate box(es) that you represent:

- ☐ Official contact point
- ☐ Ministry of Foreign Affairs

ANNEX VII: STOCKHOLM CONVENTION REPORTING OBLIGATIONS, THE FORMATS AND TIMELINES FOR SUBMISSION

Stockholm Convention reporting obligation	Summary of data needs	Format	Timeline for submission	Submission done by
Article 5 (a)(v) - UPOPs	Measures to reduce or eliminate releases from unintentional production for: PCDD/PCDF, PCBs, PeCBz, HCB, PCN. Evaluation of the efficacy of the laws and policies adopted to manage releases of unintentionally produced persistent organic pollutants and promoting or introducing requirements for use of BAT and BEP for new sources and existing sources.	Included in Art. 15 reporting format (SC-ERS)	Every 5 years	OCP/NFP
Article 15	Statistical data on its total quantities of production, import and export of each of the chemicals listed in Annex A and Annex B or a reasonable estimate of such data. A list of the States from which it has imported each such substance and the States to which it has exported each such substance.	SC-ERS	Every 4 years	OCP/NFP
Annex A, Part II (2) (g) - Progress on eliminating PCBs	Developing strategies for identifying stockpiles consisting of or containing greater than 0.005% (50 ppm) PCB (information on status, year, types of elements included in the strategies). developing strategies for identifying products and articles in use and wastes consisting of, containing or contaminated with greater than 0.005% (50 ppm) PCB (information on status, year, types of elements included in the strategies).	Included in Art. 15 reporting format (SC-ERS)	Every 5 years	OCP/NFP

Stockholm Convention reporting obligation	Summary of data needs	Format	Timeline for submission	Submission done by
	<p>Developing strategies for identifying products and articles containing more than 0.005% (50 ppm) PCB contaminated through open applications of PCB (e.g. cable sheaths, cured caulk and painted objects) (information on status, year, types of elements included in the strategies).</p> <p>Taking any measures to ensure PCB or products and articles containing greater than 0.005% (50 ppm) PCB identified as wastes are managed in an environmentally sound manner (information on status, year, types of measures).</p> <p>developing strategies for identifying sites contaminated by greater than 0.005% (50 ppm) PCB (information on status and year) identification of sites contaminated by greater than 0.005% (50 ppm) PCB (information on status and year).</p>			
Annex A, Parts IV (2) and V (2) - Progress in elimination of POP-PBDEs	<p>Legal, institutional, regulatory and enforcement systems for management, recycling and end-of-life treatment of POP-PBDE-containing materials (in particular electric and electronic equipment and vehicles and related wastes), including for contaminated sites.</p> <p>Necessity to register for the specific exemption on recycling of articles that contain or may contain POP-PBDEs and use of articles manufactured from recycled materials that contain or may contain POPPBDEs.</p> <p>Articles in use that contain or may contain brominated diphenyl ethers (information on types of articles).</p>	Format for the submission of information for the evaluation and review of brominated diphenyl ethers pursuant to paragraph 2 of parts IV and V of Annex A to the Stockholm Convention, included in the Annex to decision SC-7/4	Every 4 years	OCP/NFP

Stockholm Convention reporting obligation	Summary of data needs	Format	Timeline for submission	Submission done by
	<p>Products and articles containing POP- PBDEs in the recycling streams (information on types of articles); possible extent of recycling.</p> <p>Types of articles produced from recycling.</p> <p>Availability of appropriate recycling facilities and a labelling system marking the presence of POP- PBDEs.</p> <p>Availability of appropriate waste management systems, and end-of-life treatment.</p> <p>Existence of appropriate and effective monitoring and reporting of POP-PBDE containing materials, equipment use, movement, sale and disposal.</p> <p>BAT/BEP implementation for the recycling and waste disposal of articles containing POP-PBDEs.</p> <p>Data gaps and deficiencies in the knowledge of POP-PBDE-containing material streams and their management.</p> <p>Disposal and destruction options for POPPBDE containing articles and materials.</p> <p>Concept for the integration of the management of POP-PBDE-containing articles and materials (WEEE, vehicles, possibly furniture) in the overall management of these material flows or possibilities for integration of the management of materials and articles containing POP-PBDEs (re-use, recycling, and disposal) in the overall waste management flows (e.g. EEE/WEEE, transport sector, furniture, polymer recycling) considering the overall concept of sustainable production and consumption.</p> <p>Sites potentially contaminated with POPPBDEs.</p>			

Stockholm Convention reporting obligation	Summary of data needs	Format	Timeline for submission	Submission done by
Annex B, Part II (4) - DDT	<p>Production facility and location.</p> <p>DDT repackaged/reformulated in the country.</p> <p>DDT exported/imported.</p> <p>DDT stocks in use.</p> <p>DDT use for disease vector control.</p> <p>DDT use for any other purpose besides disease vector control.</p> <p>Disease and main vector species targeted by DDT used for disease vector control.</p>	Questionnaire for reporting by each Party on production and use of DDT for disease vector control and for reporting other information relevant to the evaluation of the continued need for DDT for disease vector control	Every 3 years	OCP/NFP
Annex B, Part III (3) - Progress in eliminating PFOS	<p>Legal, institutional, regulatory and enforcement systems for PFOS and related chemicals and articles and materials containing PFOS and related chemicals, including for contaminated sites.</p> <p>Types of the PFOS, its salts and PFOSF produced, exported, imported, exported and use.</p> <p>Purpose of the production, import, export and use.</p> <p>Necessity to register for the allowed PFOS and related chemicals specific exemptions and acceptable purposes.</p> <p>Types of used articles that are manufactured from PFOS-containing materials.</p> <p>Types of disposed articles that are manufactured from PFOS-containing materials.</p> <p>Integration of the management of PFOS-containing articles and materials in the overall management concepts of the affected material flows containing PFOS and related chemicals, e.g. carpets, impregnated textiles, leather, furniture, paper.</p>	Form for the collection of information on PFOS, its salts, PFOSF and their related chemicals to be used in the evaluation of the continued need for the various acceptable purposes and specific exemptions	Every 4 years	OCP/NFP

Stockholm Convention reporting obligation	Summary of data needs	Format	Timeline for submission	Submission done by
	<p>BAT/BEP implementation for the use of PFOS and related chemicals.</p> <p>Data gaps and deficiencies in the knowledge of PFOS-containing material streams and input to their management and strategy to address these shortcomings.</p> <p>Disposal and destruction options for PFOS containing articles.</p> <p>Experiences of using PFOS alternatives in the areas of the allowed acceptable purposes and specific exemptions.</p> <p>Sites potentially contaminated with PFOS and related chemicals.</p>			