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Strategic Approach
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**12th meeting of the Quick Start Programme
Executive Board**
Teleconference, 18 December 2019
Item 3 of the provisional agenda
Adoption of the report of the 11th QSP Executive Board meeting

Provisional report of the 11th meeting of the Executive Board of the Quick Start Programme of the Strategic Approach to International Chemicals Management

Note by the secretariat

The secretariat has the honour to circulate, in the annex to the present note, the provisional report of the 11th meeting of the Executive Board, held on 14 December 2017, for approval by the Board.

**11th meeting of the Quick Start Programme
Executive Board**
Teleconference, 14 December 2017

Provisional report of the 11th meeting of the Executive Board of the Quick Start Programme of the Strategic Approach to International Chemicals Management

I. Opening of the meeting

1. The 11th meeting of the Executive Board of the Strategic Approach to International Chemicals Management (SAICM) Quick Start Programme (QSP) was held through an online teleconference (webinar platform) on Thursday 14 December 2017.
2. The meeting was opened by Mr. Jacob Duer from the SAICM secretariat. Following welcoming remarks, the secretariat invited the Executive Board members to elect the two co-chairs who would preside over the meeting, in accordance with Rule 8 of the rules of procedure.

II. Organizational matters

A. Election of officers

3. The Board agreed that Ms. Tatiana Tugui (Republic of Moldova) would serve as the co-chair from the group of government representatives of the five United Nations regions and Mr. Reginald Hernaus (the Netherlands) would serve as the co-chair from the group of donors.
4. The Executive Board members determined that the non-Trust Fund contribution forms received in advance of the meeting (from four institutions) qualified as contributions to the Quick Start Programme. Thus, they approved the participation of the four institutions as observers to the meeting according to the rules of procedure of the Board.

B. Adoption of the agenda

5. The meeting agreed to the agenda as set out in meeting document EB.11/1 Provisional agenda, with one change in agenda item 7. It was proposed to rename this agenda item from "Adoption of the report" to "Preparation of the report". This change was accepted and is reflected in the current report.
6. Therefore, the participants adopted the following agenda for the meeting:
 1. *Opening of the meeting.*
 2. *Organizational matters*

- (a) *Election of officers;*
 - (b) *Adoption of the agenda;*
 - (c) *Organization of work.*
- 3. *Adoption of the report of the 10th Executive Board of the Quick Start Programme meeting.*
- 4. *ICCM4 decisions on the Quick Start Programme.*
- 5. *Review of the status of the Quick Start Programme and its trust fund:*
 - (a) *Status of the Quick Start Programme Trust Fund;*
 - (b) *Status of projects under the Quick Start Programme Trust Fund;*
 - (c) *Non-Trust Fund contributions to the Quick Start Programme.*
- 6. *Other matters.*
- 7. *Preparation of the report.*
- 8. *Next meeting.*
- 9. *Closure of the meeting.*

C. Organization of work

- 7. The Board agreed to meet from 1.00 p.m. to 3.00 p.m. (GMT +1) on Thursday 14 December 2017, bearing in mind that additional time would be made available as needed.

D. Attendance

8. The meeting was attended by the following regional representatives, or their designated replacements or advisors: Mr. Nadjo Nladon (Togo) from Africa; Ms. Lindita Tafaj (Albania) and Ms. Tatiana Tugui (Republic of Moldova) from Central and Eastern Europe; Ms. María Inés Esquivel (Panama) and Mr. Marcus Richards (Saint Vincent and the Grenadines) from Latin America and the Caribbean; and Ms. Tuulia Toika and Ms. Laura Niskanen (Finland) from Western European and Others Group.

9. The meeting was attended by the following donor representatives: Mr. Jorge Peydro-Aznar (European Union), Mr. Vassilios Karavezyris (Germany), Mr. Hyo Hun Lee (Republic of Korea), Mr. Reginald Hernaus (Netherlands), Ms. Sara Stenhammar (Sweden), Mr. Michel Tschirren (Switzerland) and Ms. Katherine Weber (United States of America).

10. The meeting was attended by the following contributors: Ms. Maria Johansson (International POPs Elimination Network, IPEN) and Ms. Desiree Narvaez (United Nations Environment Programme).

III. Adoption of the report of the 10th Executive Board of the Quick Start Programme meeting

11. The meeting had before it document EB.11/2 Provisional Report of the 10th meeting of the QSP Executive Board. The Board members approved the report as presented without any further amendments.

IV. ICCM4 decisions on the Quick Start Programme

12. The co-chair invited the secretariat to highlight decisions on the Quick Start Programme taken by the International Conference on Chemicals Management at its fourth session (ICCM4).

13. The secretariat referred to document EB.11/3 ICCM4 decisions on the Quick Start Programme and summarised main decisions taken. It was mentioned that a report on the Quick Start Programme and the impact evaluation of the Programme were presented at ICCM4; both were well received by the Conference. In addition, national government representatives were elected to serve on the Executive Board. Participants were also informed that at ICCM4, the Quick Start Programme Trust Fund was closed for new contributions. The Conference delegated to the Executive Board of the Quick Start Programme, acting on a recommendation from the secretariat, the decision on the appropriate date for the full and final closure of the Trust Fund, noting that it needed to be done before the fifth session of the International Conference on Chemicals Management (scheduled in 2020). Furthermore, the secretariat also briefed about resolution IV/5, on activities of the secretariat and budget adopted by the Conference, which includes a reduction of the budget for staff supporting the Quick Start Programme.

14. The co-chair thanked the secretariat for the summary. Participants then held a discussion regarding the end of the Quick Start Programme and the final closure of its Trust Fund. The Executive Board members agreed on taking a decision on the final closure date, and asked the secretariat for an estimated date. Based on the recommendation by the secretariat that 31 December 2019 was a realistic date that gave sufficient margin for the use of all the funds and completion of all relevant procedures, the Executive Board decided to set this date as the date of final closure of the Trust Fund. The secretariat was requested to convey this message to the Executive Director of the United Nations Environment Programme as soon as possible, and in any case at least six months before 31 December 2019.

15. One participant asked about the use of the French contribution that was earmarked to non-chemical alternative projects. The secretariat confirmed that those funds were already spent. Another participant asked what would happen to any funds remaining in the QSP Trust Fund once it closes. Some donors expressed concern about the funds to be returned because of their internal financial mechanisms. In addition, it was confirmed by the secretariat that, since the QSP Trust Fund is a multi-donor fund, the determination of which funds pertain to each donor was not possible. It was suggested a possible use for these funds would be communication activities on the QSP; some participants expressed their potential support to this idea. The Executive Board members decided to take this decision at a future meeting of the Board, once there is more clarity on the amounts concerned.

V. Review of the status of the Quick Start Programme and its trust fund

16. The secretariat made a presentation on the overall status of the Quick Start Programme: its Trust Fund, the QSP Trust Fund portfolio, the non-Trust Fund contributions, and secretariat's staffing, priorities and lessons learned. The presentation was appreciated by the Board members.

A. Status of the Quick Start Programme Trust Fund

17. The secretariat provided an update on the financial and administrative status of the Quick Start Programme Trust Fund, as highlighted in the document EB.11/4 Report on the status of QSP and its trust fund.

18. The secretariat noted that fourth session of the International Conference on Chemicals Management, held in Geneva from 28 September to 2 October 2015 closed the Trust Fund for new contributions, however, agreed that funds committed to projects before the closure of the Quick Start Programme Trust Fund may be disbursed until all approved projects in the portfolio of the Programme are completed. The Conference further delegated to the Executive Board of the Quick Start Programme the decision on the date for the full and final closure of the Quick Start Programme Trust Fund, acting on a recommendation from the secretariat. As decided in agenda item 4, the date was set as 31 December 2019.

19. It was reported that from the date of its establishment, the Quick Start Programme had mobilized a total of over US\$47.6 million. This amount includes approximately US\$37.8 million in cash contributions to the Trust Fund and over US\$9.8 million in cash and/or in-kind contributions from project implementers and Executing Agencies. In addition, US\$88.5 million in non-Trust Fund contributions were reported over the period 2006 to 2017.

20. It was noted that all the 184 approved projects would be funded, and that the total value of the whole portfolio was approximately US\$38.5 million. The secretariat explained that all the approved projects were funded because the unspent balance of the secured funding to projects was used to cover the deficit between secured cash contribution and the value of the portfolio.

B. Status of projects under the Quick Start Programme Trust Fund

21. The secretariat highlighted the outcomes of the 18th meeting of the QSP Trust Fund Implementation Committee, which was held in Paris on 5 November 2015.

22. The Executive Board members were updated on the status of the execution of projects funded under the Quick Start Programme Trust Fund in the fourteen application rounds. The secretariat gave the Board an overview of the 184-project portfolio with information about the number of countries spanned, the distribution by regions, sectors and strategic priorities, and the implementation status of the different projects.

23. The secretariat invited to the Executive Board members who wanted to have more detailed information on the implementation of projects to consult document EB.11/5 Report on projects funded under the Quick Start Programme Trust Fund.

C. Non-Trust Fund contributions to the Quick Start Programme

24. The secretariat updated participants on the figures of the non-Trust Fund contributions to the Quick Start Programme. They advised that four new declarations had been received in 2017, bringing the total reported contributions to US\$88.5 million from 19 different contributors.

25. Information on the non-Trust Fund contributions to the Quick Start Programme was compiled in document EB.11/INF/4 Non-Trust Fund contributions to the Quick Start Programme.

D. Secretariat priorities and staffing

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26. The secretariat remarked that the staffing levels in the SAICM secretariat working on the Quick Start Programme comprised a P-3 Programme Management Officer and a P-2 Associate Programme Management Officer. The latter position would continue until 31 December 2017 and the P-3 Programme Management Officer till the end of 2019.

27. In addition, the secretariat informed the Board about the activities that these staff members were carrying out related to the administration of the Programme and its trust fund, meeting facilitation of the two governing bodies, and information sharing and communication activities to share lessons learned and showcase. Some of these lessons learned were shared with the Board members.

28. The Executive Board members expressed their appreciation for the status of the Quick Start Programme and the work done by the secretariat.

VI. Other matters

29. There were no requests from meeting participants to discuss other items of business.

VII. Preparation of the report

30. According to customary practice, the Board entrusted the finalisation of the report to the secretariat, in consultation with the co-chairs. The draft meeting report would be circulated to participants in follow-up to the meeting and the secretariat would address the comments received to consolidate the provisional report. The meeting report would be formally adopted at the next meeting of the Board.

VIII. Next meeting

31. It was suggested that the 12th meeting of the Executive Board could tentatively take place in December 2018.

32. It was agreed that in principle, future Executive Board meetings would be held through an online teleconference (webinar/telecom platform) and, only in the case of no-cost implications and if convenient for everyone, the possibility of a face-to-face meeting could be considered.

IX. Closure of the meeting

33. The co-chairs Ms. Tatiana Tugui (Republic of Moldova) and Mr. Reginald Hernaus (Netherlands) closed the meeting at 2.30 p.m. (GMT+1) on Thursday 14 December 2017.
