
**12th meeting of the Quick Start Programme
Executive Board**
Teleconference, 18 December 2019

Report of the 12th 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 12th 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 Wednesday 18 December 2019.
2. The meeting was opened by Mr. Timothy J. Kasten from the SAICM secretariat, who welcomed the QSP Executive Board (EB) members to the last Board meeting. Mr. Kasten informed the participants that Mr. Jacob Duer had moved on to a new position and that the Executive Director of United Nations Environment Programme (UNEP) had asked him to stand in as Officer-in-Charge of SAICM.

II. Organizational matters

A. Election of officers

3. Following welcoming remarks, the Board members 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. Jochem van der Waals (the Netherlands) would serve as the co-chair from the group of donors.
4. The Executive Board members determined that the two non-Trust Fund contribution forms received in advance of the meeting qualified as contributions to the Quick Start Programme. Thus, they approved the participation of the two institutions, International Pollutants Elimination Network (IPEN) and United Nations Institute for Training and Research (UNITAR), as observers to the meeting according to the rules of procedure of the Board.

B. Adoption of the agenda

5. The Board members adopted the agenda as set out in meeting document EB.12/1 'Provisional agenda':
 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 11th Executive Board of the Quick Start Programme meeting*

4. *Closure of the Quick Start Programme and its trust fund:*

(a) Non-Trust Fund contributions to the Quick Start Programme

(b) The Quick Start Programme Trust Fund

(c) Secretariat support to the Quick Start Programme

5. *Other matters*

6. *Adoption of the report*

7. *Closure of the meeting*

C. Organization of work

7. The Board agreed to meet from 1 p.m. to 3 p.m. (GMT +1) on Wednesday 18 December 2019, bearing in mind that additional time would be made available as needed.

8. One of the co-chairs thanked the secretariat acknowledging the good preparation of the meeting.

D. Attendance

9. The following regional representatives attended the meeting: Ms. Lindita Tafaj (Albania) and Ms. Tatiana Tugui (Republic of Moldova) from Central and Eastern Europe, and Ms. Laura Niskanen (Finland) from Western European and Others Group.

10. The following donor representatives attended the meeting: Ms. Younghee Kim (Republic of Korea), and Mr. Jochem van der Waals (the Netherlands).

11. The following contributors attended the meeting: Ms. Maria Johansson (IPEN), and Mr. Brandon Turner (UNITAR).

III. Adoption of the report of the 11th Executive Board of the Quick Start Programme meeting

12. The Board members approved the report as presented in document EB.12/2 'Provisional Report of the 11th meeting of the QSP Executive Board' without any further amendments.

IV. Closure of the Quick Start Programme and its trust fund

13. The co-chair invited the secretariat to present the overall status of the Quick Start Programme in its final phase. The secretariat informed the Board about the non-Trust Fund contributions to the Quick Start Programme, the QSP Trust Fund and its portfolio, and secretariat support to the QSP. The overview included information about the QSP Trust Fund portfolio, the number of projects and their geographic and sectoral coverage, as well as communication activities carried out to disseminate QSP lessons learned and achievements. The Board members appreciated the presentation.

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

14. Information on the non-Trust Fund contributions to the Quick Start Programme had been compiled in document EB.12/INF/4 'Non-Trust Fund contributions to the Quick Start Programme'.

15. The secretariat updated participants on the figures of the non-Trust Fund contributions to the Quick Start Programme. The two new declarations received in 2019, from IPEN and UNITAR, totalled US\$4.2 million, and brought the total reported contributions from 2006 to 2019 to US\$92.7 million. These contributions came from 19 different governments, intergovernmental organizations, civil society organizations and industry.

B. Status of the Quick Start Programme Trust Fund

16. The secretariat provided an update on the financial and administrative status of the Quick Start Programme Trust Fund, as highlighted in document EB.12/3 'Report on the QSP and its trust fund'.

17. The secretariat noted that the fourth session of the International Conference on Chemicals Management (ICCM4), held in Geneva from 28 September to 2 October 2015, closed the Trust Fund for new contributions, and reminded that funds committed to projects before the closure of the Quick Start Programme Trust Fund were to be disbursed until all approved projects in the portfolio of the Programme were completed.

18. The secretariat informed the Board that from the date of its establishment, the Quick Start Programme had mobilized a total of over US\$47.9 million. This amount included approximately US\$38.1 million in contributions to the Trust Fund from 24 donors and over US\$9.8 million in cash and/or in-kind contributions from project implementers and Executing Agencies.

19. It was noted that the Programme was operational until 31 December 2019. A few implementing partners were still to provide their final project reports with possible refunds of approximately USD 250,000 to be received, and there were other unliquidated obligations to be closed. Therefore, the secretariat explained that the exact available cash balance of the Trust Fund could only be confirmed once all the activities had been completed and the financial closure of the Trust Fund had been finalized, a process that could take several months to be completed.

20. The secretariat reported that the estimated contribution cash balance amount was USD 2.1 million, which consisted of refunds from implementing partners, final donor contributions and the accumulated Trust Fund interest income gained over the years.

21. The secretariat informed the Board that the ultimate disposition for the remaining cash balance must be decided by ICCM according to the 'Terms of Reference for the administration of a special fund for the Quick Start Programme of the Strategic Approach to International Chemicals Management (SAICM)' (document SAICM/EB.12/INF/3). Therefore, the secretariat indicated that a draft decision would be prepared for ICCM5 in consultation with the ICCM5 Bureau.

22. One participant enquired about the options and asked the secretariat to outline the process. The secretariat explained that it was still premature, but an option could be to use the remaining funds for the future instrument for chemicals and waste. The same Board member, echoed by another member, suggested considering allocating the funds to an existing fund such as the Special Programme on Institutional Strengthening. The secretariat confirmed that different options would be presented. In addition, they informed the Board that the next ICCM5 Bureau meeting was taking place in January, which was too early to bring this up; thus, the plan was to discuss this draft decision with the ICCM5 Bureau after the fourth meeting of the intersessional process considering the Strategic Approach and sound management of chemicals and waste beyond 2020 (IP4), scheduled to take place from 23 to 27 March 2020.

C. Secretariat support to the Quick Start Programme

23. The secretariat remarked that, as per the ICCM4 decision, the staffing levels in the SAICM secretariat working on the Quick Start Programme comprised a P-3 Programme Management Officer, and that this position would continue until 31 December 2019.

24. The secretariat then informed the Board about the activities that were carried out related to the administration and management of the QSP.

25. The secretariat indicated that one of the responsibilities was to convene the meetings of the two governing bodies of the Programme, i.e., the Executive Board of the Quick Start Programme and the QSP Trust Fund Implementation Committee. Since the launch of the QSP, the secretariat had previously convened 11 meetings of the Executive Board and 18 meetings of the Trust Fund Implementation Committee. The preparation of the meetings included developing documents for the meeting and a meeting report afterwards.

26. As part of the administrative support to the QSP, the Executive Board members were also updated on the 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 and sectors.

27. The secretariat explained that they continued making efforts to disseminate information and lessons learned on the QSP Trust Fund projects and on the QSP overall. The communication assets produced, such as success stories, factsheets, videos and Twitter posts, and the communication platforms used, were described. The secretariat also provided some figures to illustrate the impact of communications based on the web and social media statistics. The Board appreciated the efforts made in communications.

28. Recognising the efforts made in communications and wanting to go further, one Board member suggested the secretariat to have an event on the QSP at ICCM5. Other members supported the idea, in view of the need to take account of the lessons of the QSP when developing the new instrument after 2020. The secretariat thanked the initiative and promised to consider it.

29. The Executive Board members appreciated the status of the Quick Start Programme, its achievements and the work done by the secretariat.

V. Other matters

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

31. The secretariat took the floor to thank the Executive Board for their commitment and support over the Quick Start Programme life. He highlighted that everyone should be proud of the achievements of the QSP, which made it a well-recognised successful initiative.

VI. Adoption of the report

32. 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 Board would formally adopt on-line the report.

VII. Closure of the meeting

33. The co-chairs Ms. Tatiana Tugui and Mr. Jochem van der Waals closed the meeting at 2.06 p.m. (GMT+1) on Wednesday 18 December 2019.
