
**International Conference on Chemicals Management
Fourth session**

Geneva, 28 September–2 October 2015

Items 2 (a), 4 (b) and 7 (b) of the provisional agenda*

**Organizational matters: election of officers
Progress and challenges towards the achievement
of the 2020 goal of sound chemicals management:
report of the Quick Start Programme
Activities of the secretariat and budget:
Quick Start Programme Trust Fund**

Quick Start Programme and its Trust Fund

Report by the secretariat

I. Introduction

1. At its first session, the International Conference on Chemicals Management decided, by its resolution I/4, to establish the Quick Start Programme to support initial capacity-building activities for the implementation of the Strategic Approach to International Chemicals Management, building upon the outcomes of the Conference and the Bali Strategic Plan for Technology Support and Capacity-building.
2. In the same resolution, the Conference called for the establishment of a trust fund and provided that the Quick Start Programme Trust Fund would be opened to receive voluntary contributions from Governments, regional economic integration organizations, intergovernmental organizations and non-governmental organizations for five years from the date it was established by the Executive Director of the United Nations Environment Programme. In resolution II/3, adopted at its second session, the Conference set the time limit for contributions to the Trust Fund as the end of the third session of the Conference. In resolution III/1, adopted at its third session, the Conference decided to extend the term for contributions to the Quick Start Programme Trust Fund until its fourth session.

II. Possible action

3. The Conference may wish to:
 - (a) Appoint two national government representatives per region as new members of the Executive Board, according to the rules of procedure of the Quick Start Programme Executive Board;¹
 - (b) Review progress made by the Quick Start Programme, taking into consideration the present report and the impact evaluation of the Programme (see SAICM/ICCM.4/INF/5);
 - (c) Consider recommendations for the full and final closure of the Quick Start Programme Trust Fund.

* SAICM/ICCM.4/1.

¹ Current national government representatives are Côte d'Ivoire and Egypt, China and Indonesia, Albania and the Republic of Moldova, Antigua and Barbuda and Chile, and Germany and the United States of America.

III. Quick Start Programme oversight bodies

4. The International Conference on Chemicals Management is the main governing body of the Quick Start Programme.
5. By resolution I/4, the Conference established the Executive Board of the Quick Start Programme, consisting of two government representatives of each of the United Nations regions and the bilateral and multilateral donors and other contributors to the Programme. The list of Quick Start Programme Executive Board members from 2012 to 2015 is set out in annex II to the present report.
6. The Executive Board provides operational guidance on the Programme, including on eligibility for financing from the Trust Fund and on administrative matters, and offers advice on other relevant aspects, as appropriate. It provides its guidance on the basis of reports from both the Quick Start Programme Trust Fund Implementation Committee and the Strategic Approach secretariat on project implementation, as well as from the United Nations Environment Programme, as trustee of the Trust Fund, on the financial situation of the Trust Fund.
7. Since the third session of the Conference, held in September 2012, the Executive Board has held two annual meetings, as follows:
 - (a) Eighth meeting, held in Geneva on 7 and 8 March 2013, co-chaired by Kouame Georges Kouadio (Côte d'Ivoire) and Reginald Hernaes (Netherlands);
 - (b) Ninth meeting, held in Geneva on 8 May 2014, co-chaired by Lindita Tafaj (Albania) and Hans Meijer (Netherlands).
8. The tenth meeting of the Executive Board is scheduled for August 2015.
9. In its resolution I/4, the Conference invited representatives of the participating organizations of the Inter-Organization Programme for the Sound Management of Chemicals² to form the Quick Start Programme Trust Fund Implementation Committee.
10. Following each round of applications to the Trust Fund, the Committee reviews and appraises proposals after they have first been screened by the secretariat for completeness and eligibility. Furthermore, the Committee provides guidance on the process of applying to the Trust Fund, including in relation to application forms and guidelines, and on project implementation arrangements, including the monitoring and evaluation of projects. The Committee monitors the implementation of Trust Fund projects and reports to the Executive Board on their status.
11. Over the course of 14 rounds of applications, the Committee has appraised 341 applications and approved 184 projects.
12. Since the third session of the Conference, the Committee has held four meetings, as follows:
 - (a) Fourteenth meeting, held in New York on 28 and 29 November 2012;
 - (b) Fifteenth meeting, held in Geneva on 29 May 2013;
 - (c) Sixteenth meeting, held in Vienna on 25 and 26 November 2013;
 - (d) Seventeenth meeting, held in Rome on 26 November 2014.

The eighteenth meeting is to be held in Paris in November 2015.

² The participating organizations of the Inter-Organization Programme for the Sound Management of Chemicals are the Food and Agriculture Organization of the United Nations, the International Labour Organization, the United Nations Development Programme, the United Nations Environment Programme, the United Nations Industrial Development Organization, the United Nations Institute for Training and Research, the World Health Organization, the Organization for Economic Cooperation and Development and the World Bank.

IV. Quick Start Programme Trust Fund

A. Financial update

13. Since its establishment in 2006, the Quick Start Programme has mobilized more than \$46.8 million³. This amount includes approximately \$37.1 million⁴ in cash contributions to the Trust Fund and more than \$9.7 million in cash and in-kind contributions from project implementers and executing agencies. In addition, as at 21 July 2015, \$74.1 million in non-Trust Fund contributions had been reported in the period 2006 to 2015.

14. The contributors to the Quick Start Programme Trust Fund include the Governments of Australia, Austria, Belgium, the Czech Republic, Finland, France, Germany, Hungary, India, Madagascar, the Netherlands, Nigeria, Norway, Pakistan, the Republic of Korea, Romania, Slovenia, South Africa, Spain, Sweden, Switzerland, the United Kingdom of Great Britain and Northern Ireland and the United States of America, as well as the European Commission.

15. The Business Plan for the Quick Start Programme is a working document, adopted by the Executive Board, which sets out a strategic action plan to secure appropriate resources and ensure that the Programme performs effectively. Moreover, it provides information on the background, status and financial context of the Programme. It was conceived as a living document and a working tool to be regularly updated and re-evaluated at meetings of the Executive Board. In order for the Board to monitor the effectiveness of the Programme, a set of performance indicators was developed. The secretariat produces annual reports, including data relating to the performance indicators, one group of which relates to securing funding.

16. At its eighth and ninth meetings, the Executive Board approved new fundraising targets for the final three years of contributions to the Trust Fund: \$2,386,050 for 2013 and \$3,700,000⁵ spread over the period 2014–2015 (which equates to a \$1,850,000 target for each year). For the period 2013–2014, total contributions received stood at \$3,156,243, representing approximately 75 per cent of the targets, or a shortfall of \$1,079,807. For 2015, pledges received as of July amounted to \$2,301,410, exceeding the final target set for contributions in advance of the closure of the Trust Fund for contributions at the fourth session of the Conference. These funds have yet to be recorded as deposited contributions. A summary table of Trust Fund pledges between 2006 and 2015 is set out in annex I. In addition to these pledges to the Trust Fund, the European Union and the Government of Sweden have provided additional important contributions to support the staffing of the secretariat to support administration of the Trust Fund.

B. Closure

17. At its third session, the Conference adopted resolution III/1, by which it extended the term for contributions to the Trust Fund until the fourth session of the Conference and agreed that funds committed to projects before the closure of the Trust Fund could be disbursed until all approved projects in the portfolio of the Programme had been completed.

18. The Executive Board of the Quick Start Programme decided at its ninth meeting that the secretariat should propose to the International Conference on Chemicals Management at its fourth session a realistic date for final closure of the Trust Fund for the management of financial accounts, including final disbursements and receipt of returned funds, and that, once agreed, the date should be communicated to the United Nations Environment Programme. The United Nations Environment Programme must be notified of such a closure at least six months in advance.

19. As contributions to the Trust Fund may be made until the fourth session of the Conference is held and given that there are approved projects awaiting funding, it is likely that new agreements will have to be processed after that date. Given that the duration of most Quick Start Programme projects is 24 months and can be extended for a further 12 months, in accordance with the project management arrangements approved by the Committee, all projects would be completed by the end of 2018. Considering that time frame, in order to allow sufficient time for the final closure of projects, including the submission of final reports, the potential return of unspent funds and final disbursements,

³ This total excludes pledges for 2015 of approximately \$2.3 million. Once these pledges have been received, total funds mobilized will increase to approximately \$49.1 million.

⁴ Total contributions calculated as at July 2015 exclude new pledges for 2015 of approximately \$2.3 million. Once these pledges have been received, total contributions will increase to approximately \$39.4 million.

⁵ The targets for 2014 and 2015 were modified by the Executive Board at its ninth meeting to bring them into line with the funds required for the remaining approved Quick Start Programme projects that were awaiting funding, equivalent to \$3.7 million over two years.

as well as the preparation of the final evaluation of the Quick Start Programme, the secretariat considers it appropriate to propose to the Conference 31 July 2019 as the date for the total closure of the Trust Fund.

V. Overview of the Quick Start Programme Trust Fund portfolio

A. Application rounds

20. The original Trust Fund arrangements provided that each year two application rounds with fixed deadlines were to be held. At its eighth meeting, the Executive Board of the Quick Start Programme decided to hold only one Trust Fund application round per year from 2013 onwards. Moreover, at its ninth meeting, the Executive Board decided that no new general application round would be opened unless there were sufficient funds to justify the opening. Such a decision would be taken by the Executive Board, should conditions allow.

21. Since its establishment, there have been 14 application rounds. The secretariat has screened project proposals for completeness and eligibility, and submitted 341 applications for appraisal by the Trust Fund Implementation Committee. Over the 14 application rounds, the Committee approved 184⁶ projects for funding valued at approximately \$36.8 million and covering 108⁷ countries, including 54 least developed countries and small island developing States.

22. With more funding pledged to the Trust Fund for 2015, the majority of approved projects from the twelfth, thirteenth and fourteenth rounds are expected to be funded and the secretariat is currently processing funding agreements for projects in those rounds. As at July 2015, the secretariat had finalized or was in the process of finalizing a total of 13 priority projects from those rounds (valued at \$2,718,468). The processing of an additional 15 projects (valued at approximately \$3.5 million) has yet to commence.

23. Remaining funds available in the Trust Fund as at July 2015, along with the anticipated receipt of an additional \$2.3 million in contributions in 2015, will provide funding for the majority of the remaining approved projects (see annex III), with only a very small number unlikely to be funded of the total of 184 approved projects. It is estimated that in order to fund those remaining projects, a further \$700,000 (approximately) in contributions would be required prior to the closure of the Trust Fund for contributions.

B. Quick Start Programme Trust Fund portfolio

24. The Quick Start Programme, through its Trust Fund, has been recognized by the Conference as a useful tool for supporting the enabling activities of the first phase of implementation of the Strategic Approach worldwide.

25. As at July 2015, the Trust Fund portfolio included 164 ongoing or completed projects with total funding of \$32.4 million,⁸ of which 10 had been suspended. Of the total 184 approved projects, 163 are led by Governments and 21 by civil society organizations, involving activities in 108 countries, including 54 least developed countries and small island developing States.

26. A list of Trust Fund projects, including detailed information on their status, is available at www.saicm.org.

⁶ Approved projects awaiting funding will receive priority funding in the order listed by the Committee as the funds become available in the Trust Fund. In addition, five civil society projects were approved in the thirteenth and fourteenth rounds. However, the Committee decided to reconsider those projects prior to the allocation of funds, and they have therefore been excluded. The approved projects from the thirteenth and fourteenth rounds of application awaiting funding are listed in annex III to the present report.

⁷ Quick Start Programme projects have been approved in a total of 108 countries, of which 105 are on the 2015 Development Assistance Committee list of the Organization for Economic Cooperation and Development.

⁸ Amount includes only projects for which funding agreements have been signed. The total \$32,391,833 is broken down as follows: \$1,796,662 in the first round; \$1,762,041 in the second round; \$2,002,378 in the third round; \$3,731,421 in the fourth round; \$3,930,373 in the fifth round; \$1,822,597 in the sixth round; \$2,000,180 in the seventh round; \$1,832,765 in the eighth round; \$4,094,554 in the ninth round; \$5,324,005 in the tenth round; \$1,395,288 in the eleventh round; \$1,556,295 in the twelfth round; \$894,015 in the thirteenth round; and \$249,259 in the fourteenth round.

VI. Impact evaluation of the Quick Start Programme

27. The need to evaluate the impact of the Quick Start Programme was noted by its Executive Board, which, at its eighth meeting, agreed that the impact of Programme projects on the ground should be assessed and analysed through an impact evaluation, which would include good practices and lessons learned from the projects.

28. The terms of reference for the impact evaluation were discussed and agreed during the ninth Executive Board meeting. The Strategic Approach secretariat was given the task of engaging the evaluation team to conduct the impact evaluation and providing support and feedback throughout the process. The evaluation consisted of five stages: inception or desk review, online survey, interviews, case studies and final report.

29. The Conference may wish to consider the results of the impact evaluation (see SAICM/ICCM.4/INF/5).

VII. Secretariat support for the Quick Start Programme

30. The secretariat is providing support for the Quick Start Programme and its Trust Fund as mandated by resolution I/4. The support includes the facilitation of meetings of the Committee and the Executive Board; the provision of administrative support for the Programme and its Trust Fund; and the screening of Trust Fund project proposals for completeness and eligibility.

31. In addition, the functions of the secretariat defined in paragraph 28 of the Overarching Policy Strategy include the provision of guidance to stakeholders in the initiation of project proposals.

32. As at July 2015, the staff of the Strategic Approach secretariat working on the Quick Start Programme comprised one Programme Officer (P-3) (recruited in August 2013), one Associate Programme Officer (P-2) (recruited in February 2015) and a part-time consultant. Funding for these positions is provided by contributions from the European Union and the Government of Sweden. The filling of vacant positions has stabilized the human resources of the secretariat and enhanced its capacity to perform its functions. Maintaining this level of staffing is considered critical if the secretariat is to deliver effectively and efficiently on its current and future commitments and workload and fulfil its mandate until the closure of the Quick Start Programme Trust Fund.

33. With its additional human resource capacity, the secretariat has worked more closely with implementing partners to finalize outstanding reports and deliverables and to close older projects, and to process outstanding project extensions and new funding agreements for the remaining approved projects.

A. Meeting facilitation of the Quick Start Programme Trust Fund Implementation Committee and Executive Board

34. As at July 2015, the secretariat had convened and serviced 9 meetings of the Executive Board and 17 meetings of the Trust Fund Implementation Committee. In addition, preparations for the tenth meeting of the Executive Board, scheduled for August 2015, have been made with the development of meeting and information documents, available eight weeks in advance of the meeting, and the logistical arrangements for the teleconference. The secretariat coordinates preparation and follow-up for each meeting with the meeting chair or co-chairs. For the Trust Fund Implementation Committee, a summary of each of the proposals is prepared, as well as detailed reports on the status of projects and other issues related to the administration of the Quick Start Programme.

B. Administrative support to the Quick Start Programme and its Trust Fund

35. As at July 2015, a total of 164 agreement documents had been completed of the 184 approved projects over the 14 rounds. Delays experienced in processing agreements are being resolved, but a few challenges remain. The introduction in June 2015 of the enterprise resource planning project, Umoja, which includes a new financial management system, has placed additional pressure on the administrative staff servicing both the Strategic Approach secretariat and the Chemicals and Waste Branch of the Division of Technology, Industry and Economics of the United Nations Environment Programme. Despite the challenges, the secretariat is currently processing the remaining 20 approved projects from the twelfth, thirteenth and fourteenth rounds as quickly as possible and is expected to make progress during the coming months, funds permitting.

36. As part of its administrative duties, the secretariat monitors the progress of funded projects. Each project must submit half-yearly narrative and financial reports, a mid-term and final monitoring and evaluation report, and final narrative and expenditure reports. The secretariat oversees the timely submission of those reports, assesses the overall performance of the projects and provides guidance to project implementers as needed. If remedial action is required, the secretariat consults the Committee for guidance.

37. The secretariat also maintains a record of Trust Fund contributions and facilitates the conclusion of agreements with donors, the transfer and recording of funds, and any necessary reporting to contributors and donors. Those tasks are coordinated with the Chemicals and Waste Branch and the Treasury Section of the Budget and Financial Management Service of the United Nations Office at Nairobi.

C. Screening of Trust Fund project proposals for completeness and eligibility

38. The secretariat performs the function of screening project proposals for completeness and eligibility, and, as defined in paragraph 28 of the Overarching Policy Strategy, guidance is provided to stakeholders in the initiation of project proposals. The secretariat assists prospective applicants, including by responding to requests for clarification. Following each application round, the secretariat informs applicants of the decisions of the Trust Fund Implementation Committee and decides whether conditionally approved projects have met the conditions for final approval before preparing legal agreements with applicants.

39. The Conference may also wish to consider the activities and budget of the secretariat (see SAICM/ICCM.4/14).

Annex I

Quick Start Programme Trust Fund pledges between 2006 and 2015

(United States dollars)

<i>Donor</i>	<i>2006</i>	<i>2007</i>	<i>2008</i>	<i>2009</i>	<i>2010</i>	<i>2011</i>	<i>2012</i>	<i>2013</i>	<i>2014</i>	<i>2015</i>	<i>Total</i>
Australia	0	57 366	236 639	0	0	0	0	0	0	0	294 005
Austria	131 572	160 400	156 033	73 964	67 294	13 333	0	0	0	0	602 596
Belgium	50 068	0	0	14 430	0	0	0	0	0	0	64 498
Czech Republic	0	0	66 715	0	12 330	0	0	0	0	0	79 045
European Commission	0	3 108 808	2 495 783	0	0	3 293 173	0	0	0	2 098 010	10 995 774
Finland	254 452	273 597	311 526	280 898	0	286 123	0	275 862	0	0	1 682 458
France	65 789	0	0	80 753	138 888	266 666	507 823	407 608	334 225	0	1 801 752
Germany	0	0	0	217 687	244 897	256 410	241 286	234 681	228 716	203 400	1 627 077
Hungary	0	0	12 936	0	0	0	0	0	0	0	12 936
India	100 000	0	0	0	0	0	0	0	0	0	100 000
Madagascar	0	5 104	4 541	0	0	0	0	0	0	0	9 645
Netherlands	128 205	136 798	155 763	69 992	132 625	72 674	0	0	0	0	696 057
Nigeria	50 000	0	0	50 000	0	0	0	0	0	0	100 000
Norway	485 564	1 102 941	848 506	803 853	846 597	0	0	326 413	129 737	0	4 543 611
Pakistan	0	0	0	0	2 009	0	1 974	0	0	0	3 983
Republic of Korea	0	40 000	0	0	50 000	50 000	50 000	50 000	50 000	0	290 000
Romania	0	0	0	13 605	0	0	0	0	0	0	13 605
Slovenia	26 350	29 213	160 808	25 830	115 935	103 703	0	0	0	0	461 839
South Africa	100 000	0	0	50 000	0	0	0	100 000	0	0	250 000
Spain	131 578	65 597	389 610	389 610	65 703	0	0	0	0	0	1 042 098
Sweden	3 649 000	2 266 049	0	2 048 525	2 189 000	0	0	0	0	0	10 152 574
Switzerland	161 419	133 496	125 330	190 043	100 000	117 233	106 907	163 702	275 300	0	1 373 430
United Kingdom	375 476	0	0	0	0	0	0	0	0	0	375 476
United States	200 000	300 000	300 000	300 000	400 000	400 000	350 000	290 000	290 000	0	2 830 000
Total	5 909 473	7 679 369	5 264 190	4 609 190	4 365 278	4 859 315	1 257 990	1 848 266	1 307 978	2 301 410	39 402 459

Annex II

Quick Start Programme Executive Board members (2012–2015)

Regional representatives

African States

Côte d'Ivoire

Egypt

Asia-Pacific States

China

Indonesia

Central and Eastern European States

Albania

Republic of Moldova

Latin American and Caribbean States

Antigua and Barbuda

Chile

Western European and other States

Germany

United States of America

Donors

European Commission, Finland, France, Netherlands, Norway, Republic of Korea, South Africa, Sweden and Switzerland

Contributors

Food and Agriculture Organization of the United Nations, United Nations Development Programme, United Nations Environment Programme, United Nations Institute for Training and Research, World Health Organization, Organization for Economic Cooperation and Development, International Council of Chemical Associations and International POPs Elimination Network

Annex III

Approved projects from the thirteenth and fourteenth rounds of applications awaiting funding

Thirteen projects from Governments, with a combined value of \$3,098,656, have received approval or conditional approval without funding. These projects will receive priority funding in the order listed below as funds become available in the Quick Start Programme Trust Fund, providing that the conditions for approval have been met:

1. Project proposal **QSPTF/13/13/GOV/08**, submitted by **Ukraine** for \$246,500, with the World Health Organization as executing agency: “Strengthening Capacities for the Sound Management of Biocides and other Hazardous Chemicals to Reduce Population Exposure in the Ukraine”.
2. Project proposal **QSPTF/13/13/GOV/02**, submitted by **Guinea** for \$249,461, with the United Nations Institute for Training and Research as executing agency: “Supporting SAICM and GHS Implementation in the Republic of Guinea”.
3. Project proposal **QSPTF/13/13/GOV/14**, submitted by **Djibouti** for \$250,000, with the United Nations Environment Programme as executing agency: “Strengthening the capacity of Djibouti to monitor and control the transboundary movements of chemicals and hazardous wastes and ensure their environmentally sound management at national level”.
4. Project proposal **QSPTF/13/13/GOV/17**, submitted by **Mongolia** for \$248,145, with the World Health Organization as executing agency: “Building capacity for the public health management of chemical incidents associated with mining activities in Mongolia”.
5. Project proposal **QSPTF/13/13/GOV/11**, submitted by **Sri Lanka** for \$249,804, with the United Nations Industrial Development Organization as executing agency: “Strengthening national capacity in Sri Lanka for applying SMART chemicals management (Sustainable management, Monetary benefits, Additional health and safety, Resource efficiency, and Technology transfer and innovation) in the industrial sector of rubber, tourism and textiles and apparel”.
6. Project proposal **QSPTF/13/13/GOV/12**, submitted by **Honduras and Nicaragua** for \$249,280, with the Pan American Health Organization as executing agency: “Strengthening of the Central American Network of Centres of Support and Information in Toxicology”.
7. Project proposal **QSPTF/13/13/GOV/03**, submitted by **the former Yugoslav Republic of Macedonia and the Republic of Moldova** for \$250,000: “Strengthening capacities for the development of the national Pollutant Release and Transfer Registers (PRTR) and supporting SAICM implementation in two countries with economies in transition: the Republic of Moldova and the former Yugoslav Republic of Macedonia.”
8. Project proposal **QSPTF/13/13/GOV/04**, submitted by **Belarus and Ukraine** for \$250,000, with the World Health Organization as executing agency: “Development of subregional public health institutional cooperation to strengthen capacities and information exchange to address hazardous chemicals health effects in the Ukraine and Belarus, and the Russian Federation (not funded directly by the Quick Start Programme Trust Fund)”.
9. Project proposal **QSPTF/13/13/GOV/18**, submitted by **Mongolia** for \$210,000, with the United Nations Institute for Training and Research as executing agency: “Strengthening Capacities for Developing a National Pollutant Release and Transfer Register in Support of SAICM Implementation in Mongolia”.
10. Project proposal **QSPTF/13/13/GOV/19**, submitted by **Serbia** for \$247,796, with the World Health Organization as executing agency: “Strengthening Serbian national capacities and intersectoral synergies for safe management of contaminated sites and related hazardous substances to prevent negative impact on human health and the environment”.
11. Project proposal **QSPTF/13/13/GOV/07**, submitted by **Barbados** for \$148,070: “Building Capacities for Strengthening the Management of Heavy Metals in Barbados”.
12. Project proposal **QSPTF/13/13/GOV/06**, submitted by **Viet Nam** for \$250,000: “Strengthening the health sector’s role in sound chemicals management through enhancement of chemical emergencies and poisoning response and safe use of chemicals in health-care facilities, stage of 2013–2014”.

13. Project proposal **QSPTF/14/14/GOV/01**, submitted by **El Salvador** for \$249,600, with the Food and Agriculture Organization of the United Nations as executing agency: “Contribute to better pesticide use and management in the Municipality of San Luis Talpa, Department of La Paz, El Salvador”.
