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Secretary-General's High-level Panel on UN System-wide Coherence
in the Areas of Development, Humanitarian Assistance, and the Environment

**Basic Information
on
Secretariats of
Multilateral Environmental Agreements**

**Mission, Structure, Financing
and Governance**

Basic Information on Secretariats of Multilateral Environmental Agreements

Introduction

The information presented in this document has been prepared on the initiative of the Panel Secretariat in order to provide Panel Members with basic information on the Secretariats of a selected number of Multilateral Environmental Agreements (MEAs), in terms of their mission, structure, funding and governance.

The fact sheets have been prepared on the basis of information provided by individual MEA Secretariats in response to a series of questions provided by the Panel Secretariat, in a template format.

This document is intended to provide 'snap-shots' information on the different MEA Secretariats.

In view of the tight framework of a template, various Secretariats offered supplementary information, thereby qualifying aspects of their submissions. As far as possible, the Panel Secretariat has attempted to allow for most of this additional information within this document.

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Convention Secretariat: *Convention on Biological Diversity*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. *Convention on Biological Diversity*: adopted 22 May 1992/entered into force 29 December 1993
2. *Cartagena Protocol on Biosafety*: adopted 29 January 2000/entered into force 11 September 2003

Mission

The objectives of the Convention are the conservation of biological diversity, the sustainable use of its components and the fair and equitable sharing of benefits arising out of the utilization of genetic resources. The objective of the Protocol is to contribute to ensuring an adequate level of protection in the field of the safe transfer, handling and use of living modified organisms resulting from modern biotechnology that may have adverse effects on the conservation and sustainable use of biological diversity, taking also into account risks to human health, and specifically focusing on transboundary movements. Article 24 of the Convention establishes the Secretariat whose principal functions are to prepare for, and service, meetings of the Conference of the Parties, the Conference of the Parties serving as the meeting of the Parties to the Protocol, and subsidiary bodies of the Convention and the Protocol, and to coordinate with other relevant international bodies.

| Main functions | Nature of work |
|---|------------------------|
| 1. Provision of administrative support to Convention and Protocol bodies | Operational |
| 2. Organization of meetings under the Convention and the Protocol | Operational |
| 3. Preparation of background documents for meetings | Analytical |
| 4. Provision of technical support to Parties in the development of administrative and policy measures and legislation | Operational/analytical |
| 5. Coordinates the work carried out under the Convention and the Protocol with that of other relevant international organizations and processes | Operational/analytical |

Governance structure

Nature of institutional link to the United Nations: *UNEP carries out secretariat functions in accordance with Article 24 of the Convention and decision I/4 of the Conference of the Parties*

Nature of administrative link to the United Nations: *Administrative arrangements between UNEP and the Secretariat were adopted by the Conference of the Parties in 1998 (COP decision IV/17). UNEP and the Secretariat apply existing UN administrative and financial policies, rules, regulations and procedures.*

Governing Body:

| | |
|---|---|
| Name of Body | <i>Conference of the Parties (COP)</i> |
| Number of Parties: | <i>188</i> |
| Composition of membership (which ministries): | <i>Primarily line ministries</i> |
| Periodicity/frequency of meetings: | <i>Ordinary meetings every two years.</i> |

| | |
|------------------------------------|--|
| Name of Body | <i>Conference of the Parties to the Convention serving as the meeting of the Parties to the Protocol (COP-MOP)</i> |
| Number of Parties: | <i>132 (as on 24 April 2006)</i> |
| Composition of membership | <i>Primarily line ministries</i> |
| Periodicity/frequency of meetings: | <i>Ordinary meetings every two years.</i> |

Subsidiary bodies (including technical bodies): 6

- Total number of meetings per year: 5-6

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 25-45 (depending on the year)

Reporting

Number of national reports required of Parties per year: *1 national report every four years/1 thematic report every year*

Offices

Secretariat location: *Montreal, Canada*

Regional/Sub-regional/National presence (type and location): *None*

Staff (including secondments)

- Total: 76
- 55% professional and 45% general service
- Average number of consultant days per year: 270

Budgetary resources

Core resources:

- US\$ 25,461,500 (2005-2006)
- 76% of total budget
- *NIL%* of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$ 8,231,963 (2005-2006)
- 24% of total budget
- 100% raised through earmarked trust funds

Sources of funds:

- 99.7% Government
- 0.3% Foundation/NGO/private sector

32% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

68% of total resources on normative/analytical activities

0% of total resources spent at the regional level on operational/implementation activities (*N/A%* of that spent on staff/consultants costs)

0% of total resources spent at the country-level on operational/implementation activities (*N/A%* of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *Biennial (January-December)*

Main financial mechanism: *Global Environment Facility*

Mechanisms for country-level implementation: *Through Governments*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|---|
| <i>Joint Liaison Group of the Rio Conventions: UN Framework Convention on Climate Change, Convention on Biological Diversity & UN Convention to Combat Desertification</i> | <i>Member</i> |
| <i>UN-Oceans</i> | <i>Member / Leader Task Force on Marine Biodiversity beyond national jurisdiction</i> |
| <i>Collaborative Partnership on Forests</i> | <i>Member</i> |
| <i>Joint Work Plan with the Ramsar Convention on Wetlands</i> | <i>Member</i> |
| <i>Joint Work Programmes with the Convention on Migratory Species</i> | <i>Member</i> |
| <i>The WTO Committee on Trade and Environment</i> | <i>Observer</i> |
| <i>Memoranda of Cooperation with relevant international, regional and national organizations</i> | |
| <i>UN Environment Management Group</i> | <i>Member</i> |

Convention Secretariat: *Convention on International Trade in Endangered Species of Wild Fauna and Flora*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES): adopted 3 March 1973/entered into force 1 July 1975

Mission

To ensure that no species of wild fauna or flora becomes or remains subject to unsustainable exploitation because of international trade

| Main functions | Nature of work |
|---|---|
| <i>Arrange for and service meetings of the Parties</i> | <i>Operational & normative/analytical</i> |
| <i>Perform functions under Articles XV and XVI (on amendments to the Appendices)</i> | <i>Operational & normative/analytical</i> |
| <i>Undertake scientific and technical studies</i> | <i>Normative/analytical</i> |
| <i>Study reports of Parties and request further information if necessary</i> | <i>Normative/analytical</i> |
| <i>Invite Parties' attention to matters pertaining to the aims of the Convention</i> | <i>Normative/analytical</i> |
| <i>Publish periodically updated Appendices and species identification information</i> | <i>Operational & normative/analytical</i> |
| <i>Prepare annual reports and such other reports requested by Parties</i> | <i>Operational & normative/analytical</i> |
| <i>Make recommendations for implementation of the Convention</i> | <i>Normative/analytical</i> |
| <i>Any other function entrusted by the Parties</i> | <i>Operational & normative/analytical</i> |

Governance structure

Nature of institutional link to the United Nations: *Administered by UNEP*

Nature of administrative link to the United Nations: *Follows UN administrative and financial rules and regulations*

Governing Body:

| | |
|--|----------------------------------|
| Name of Body | <i>Conference of the Parties</i> |
| Number of Parties: | <i>169</i> |
| Composition of membership(which ministries): | <i>Primarily line ministries</i> |
| Periodicity/frequency of meetings: | <i>Every 3 years</i> |

| | |
|------------------------------------|----------------------------------|
| Name of Body | <i>Standing Committee</i> |
| Number of Parties: | <i>15</i> |
| Composition of membership | <i>Primarily line ministries</i> |
| Periodicity/frequency of meetings: | <i>Annual</i> |

Subsidiary bodies (including technical bodies): 3

- Total number of meetings per year: 3

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 25
(*The number of meeting dates per year depends on whether it is a CoP year or not*)

Reporting

Number of national reports required of Parties per year: 2. *An annual report (on trade) and a biennial report (on implementation) are required of CITES Parties*

Offices

Secretariat location: *Geneva*

Regional/Sub-regional/National presence (type and location): *N/A*

Staff (including secondments)

- Total: 28
- 60% professional and 40% general service
- Average number of consultant days per year: 90

Budgetary resources

Core resources:

- US\$ 4.8 million (annual)
- 76% of total budget
- 0 % of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$ 1.5 million (annual)
- 24% of total budget
- 0% raised through earmarked trust funds

Sources of funds:

- 95% Government
- 5% Foundation/NGO/private sector

40% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

35% of total resources on normative/analytical activities

15% of total resources spent at the regional level on operational/implementation activities (70% of that spent on staff/consultants costs)

10% of total resources spent at the country-level on operational/implementation activities (70% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *Every 3 years*

Main financial mechanism: *CITES Trust Fund*

Mechanisms for country-level implementation: *through government*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|-----------------|
| <i>Biodiversity Liaison Group</i> | <i>Member</i> |
| <i>World Trade Organization Committee on Trade and Environment</i> | <i>Observer</i> |
| <i>Green Customs</i> | <i>Member</i> |
| <i>Interpol Working Group on Wildlife Crime</i> | <i>Member</i> |
| <i>World Customs Organization council and committees</i> | <i>Observer</i> |
| <i>TRAFFIC Steering Committee</i> | <i>Member</i> |
| <i>EU enforcement committee</i> | <i>Observer</i> |
| <i>UNEP-organized meetings of Multilateral Environment Agreements secretariats</i> | <i>Member</i> |
| <i>MoUs and joint work plans with other MEAs, Inter-governmental Organizations (IGOs), governments and non-governmental organizations (NGOs)</i> | <i>Member</i> |
| <i>Meetings of other MEAs, FAO, International Tropical Timber Organization (ITTO), UNCTAD-Biotrade and other IGOs</i> | <i>Observer</i> |
| <i>Environmental Management Group (EMG)</i> | <i>Member</i> |

Convention Secretariat: Convention on the Conservation of Migratory Species of Wild Animals (CMS)

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

Convention on the Conservation of Migratory Species of Wild Animals (UNEP/CMS): adopted 1 November 1983/entered into force 23 June 1979. CMS services 3 co-located Agreements in Bonn for European bats (UNEP/EUROBATS), North European small whales (ASCOBANS) and African, European and West Asian waterbirds (AEWA). A further agreement for Indian Ocean and SE Asian turtles (IOSEA) is also serviced by UNEP/CMS from an outposted office in Bangkok. Several other agreements are administered by the CMS Secretariat itself (e.g. for the Aquatic Warbler, African Elephant and West African Turtles), sometimes with the assistance of Partners such as IUCN and NEPAD. Another group of CMS agreements (eg for Mediterranean whales (ACCOBAMS) and Southern Hemisphere Albatrosses and Petrels (ACAP) have independent non-UN Secretariats which maintain working contacts with UNEP/CMS as the parent Convention.

Mission

CMS Strategic Plan: Vision: A world which understands, respects and sustains the phenomenon of animal migration as a unique part of our shared natural heritage. Goal: To ensure the favourable conservation status of migratory species thereby contributing to global sustainability.

| Main functions | Nature of work |
|---|----------------|
| to arrange for and service meetings: (i) of the Conference of the Parties, and (ii) of the Scientific Council; | |
| to maintain liaison with and promote liaison between the Parties, the standing bodies set up under Agreements and other international organizations concerned with migratory species; | |
| to obtain from any appropriate source reports and other information which will further the objectives and implementation of this Convention and to arrange for the appropriate dissemination of such information; | |
| to invite the attention of the Conference of the Parties to any matter pertaining to the objectives of this Convention; | |
| to prepare for the Conference of the Parties reports on the work of the Secretariat and on the implementation of this Convention; | |
| to maintain and publish a list of Range States of all migratory species included in Appendices I and II; | |
| to promote, under the direction of the Conference of the Parties, the conclusion of Agreements, | |
| to maintain and make available to the Parties a list of Agreements and, if so required by the Conference of the Parties, to provide any information on such Agreements; | |
| to maintain and publish a list of the recommendations made by the Conference of the Parties pursuant to sub-paragraphs (e), (f) and (g) of paragraph 5 of Article VII or of decisions made pursuant to sub-paragraph (h) of that paragraph; | |
| to provide for the general public information concerning this Convention and its objectives; | |
| to perform any other function entrusted to it under this Convention or by the Conference of the Parties. | |

Governance structure

Nature of institutional link to the United Nations: under the auspices of UN Environment Programme
 Nature of administrative link to the United Nations: UNEP provides the CMS Secretariat and a range of financial and other administrative services

Governing Body:

| | |
|---|---|
| Name of Body | <i>Conference of Parties</i> |
| Number of Parties: | 98 |
| Composition of membership (which ministries): | <i>mainly from Environmental Ministries and specialised national wildlife conservation agencies</i> |
| Periodicity/frequency of meetings: | <i>Every 3 years</i> |

Subsidiary bodies (including technical bodies): 2: *Scientific Council and Standing Committee which meet at intervals of 12-18 months*

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: *On average 21 meeting days per year for CMS, AEWA, ASCOBANS, ACAP and IOSEA*

Reporting

Number of national reports required of Parties per year: *National reports should be submitted 6 months prior to the COP: Reports are required for each Meeting of Parties to CMS, AEWA, ASCOBANS and ACAP –.1 every 3 years for each agreement). IOSEA has an on-line continuous reporting system, which it is hoped will be extended to other CMS agreements, to reduce duplication in Parties' reporting efforts.*

Offices

Secretariat location: *Secretariat of CMS, AEWA, ASCOBANS and EUROBATS in Bonn Germany*

Regional/Sub-regional/National presence (type and location): *Outpost for CMS activities in Asia and IOSEA in Bangkok, Thailand*

Staff (including secondments)

- Total: 28.5: *Permanent UNEP posts: 18 in CMS (including common administrative unit for Bonn based agreements), 4 in AEWA , 2.5 in EUROBATS, 2 in ASCOBANS and 2 in IOSEA*
- 10 professionals and 18.5 general service
- Average number of consultant days per year: 200+

Budgetary resources

Core resources: *funded by Party subscriptions*

- US\$7,536,261 (2006-2008)
- % of total budget
- 0% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary): *voluntary contributions form Parties, sponsors and partners*

- US\$3,552,480 (2006-2008)
- % of total budget
- % raised through earmarked trust funds

Sources of funds:

- % Government
- % Foundation/NGO/private sector
- % Other (specify:)

% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

% of total resources on normative/analytical activities

% of total resources spent at the regional level on operational/implementation activities (% of that spent on staff/consultants costs)

% of total resources spent at the country-level on operational/implementation activities (% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): 3 years

Main financial mechanism:

Mechanisms for country-level implementation:

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|------|
| <i>Partnership Agreements with IGOs (CITES, Ramsar Convention, SPREP, CBD, World Heritage Convention), NGOs (Whale and Dolphin Conservation Society, Commission Internationale pour la Chasse, Zoological Society of London), private sector (TUI, Lufthansa): brief 1-2 year joint work plan with 2-3 priority activities.</i> | |

Convention Secretariat: *Convention on Wetlands of International Importance especially as Waterfowl Habitat*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

Convention on Wetlands of International Importance especially as Waterfowl Habitat (Ramsar Convention on Wetlands): adopted 2 February 1971/entered into force December 1975. The Convention was amended by the Paris Protocol: 3 December 1982, and Regina Amendments: 28 May 1987, although not all contracting Parties have acceded to the amendments at this time.

Mission

Conservation and wise use of all wetlands through local, regional and national actions and international cooperation, as a contribution towards achieving sustainable development throughout the world

| <i>Main functions</i> | <i>Nature of work</i> |
|---|------------------------------|
| <i>Managing the affairs of the Parties between COP's</i> | <i>operational</i> |
| <i>Providing oversight of the convention implementaion at regional level</i> | <i>normative/operational</i> |
| <i>Ensuring financial health of the secretariat and providing support for Parties</i> | <i>operational</i> |

Governance structure

Nature of institutional link to the United Nations: *UNESCO is the depository of the Convention*

Nature of administrative link to the United Nations: *N/A*

Governing Body:

| | |
|--|--|
| Name of Body | <i>COP (Standing Committee between COPs)</i> |
| Number of Parties: | <i>152</i> |
| Composition of membership(which ministries): | <i>Primarily line ministries</i> |
| Periodicity/frequency of meetings: | <i>COP 3 yearly;</i> |

Subsidiary bodies (including technical bodies): *1*

- Total number of meetings per year: *1*

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: *10*

Reporting

Number of national reports required of Parties per year: *1*

Offices

Secretariat location: *Gland, Switzerland*

Regional/Sub-regional/National presence (type and location):

Staff (including secondments)

- Total: *19*
- *80% professional and 20% general service*
- Average number of consultant days per year: *0*

Budgetary resources

Core resources:

- US\$ 3.2 million (annual)
- 50% of total budget
- 0% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$ (indicate budget period) 3 million (annual)
- 50% of total budget
- 0% raised through earmarked trust funds

Sources of funds:

- 75% Government
- 25% Foundation/NGO/private sector

10% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

60% of total resources on normative/analytical activities

40% of total resources spent at the regional level on operational/implementation activities (>5% of that spent on staff/consultants costs)

10% of total resources spent at the country-level on operational/implementation activities (0% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): 3 yearly

Main financial mechanism: government - party membership

Mechanisms for country-level implementation: through government

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|---------------------|
| <i>Working with International organisation Partners (IUCN, WWF, Birdlife, Wetlands)</i> | <i>Lead / chair</i> |
| <i>Joint work programmes with the Convention on Biological Diversity (CBD), Convention on Migratory Species (CMS) and the UNESCO-Man and Biosphere Programme (MAB)</i> | |
| <i>Biodiversity Liaison Group (between the heads of the secretariats of the five biodiversity-related conventions).</i> | <i>Member</i> |
| <i>Joint Liaison Group between the UN Framework Convention on Climate Change (UNFCCC), the UN Convention to Combat Desertification (UNCCD) and the CBD</i> | <i>Observer</i> |
| <i>Environmental Management Group (EMG)</i> | <i>Member</i> |

Convention Secretariat: *United Nations Convention to Combat Desertification in Those Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa (UNCCD)*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

United Nations Convention to Combat Desertification in Those Countries Experiencing Serious Drought and/or Desertification, Particularly in Africa: adopted in Paris on 17 June 1994/entered into force on 26 December 1996

Mission

The objective of this Convention is to combat desertification and mitigate the effects of drought in affected countries through effective action at all levels, supported by international cooperation and partnership arrangements, in the framework of an integrated approach which is consistent with Agenda 21, with a view to contributing to the achievement of sustainable development in affected areas.

Important measures include providing affected developing countries with the necessary financial and technical means to enable them to fully implement their commitments under this Convention, and by ensuring implementation of action programmes at national, subregional and regional levels.

Achieving this objective will involve long-term integrated strategies that focus simultaneously on improved productivity of land in affected areas, and the rehabilitation, conservation and sustainable management of land and water resources, for the benefit of present and future generations.

| Main functions | Nature of work |
|--|----------------|
| <i>To make arrangements for sessions of the Conference of the Parties and its subsidiary bodies established under the Convention and to provide them with services as required;</i> | |
| <i>To compile and transmit reports submitted to it;</i> | |
| <i>To facilitate assistance to affected developing country Parties, on request, particularly those in Africa, in the compilation and communication of information required under the Convention;</i> | |
| <i>To coordinate its activities with the secretariats of other relevant international bodies and conventions;</i> | |
| <i>To enter, under the guidance of the Conference of the Parties, into such administrative and contractual arrangements as may be required for the effective discharge of its functions;</i> | |
| <i>To prepare reports on the execution of its functions under this Convention and present them to the Conference of the Parties;</i> | |
| <i>To perform such other secretariat functions as may be determined by the Conference of the Parties.</i> | |

Governance structure

Nature of institutional link to the United Nations: *Established by General Assembly Resolutions 52/198; 56/196; 60/201*

Nature of administrative link to the United Nations: *administrative and personnel support*

Governing Body:

| | |
|---|----------------------------------|
| Name of Body | <i>Conference of the Parties</i> |
| Number of Parties: | <i>191</i> |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>every two years</i> |

Subsidiary bodies (including technical bodies):

- Number: 2
- Total number of meetings per year: *1 each*

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: *10 per 2 year*

Reporting

Number of national reports required of Parties per year: *ca 150 every 4 yrs*

Offices

Secretariat location: *Bonn, Germany*

Regional/Sub-regional/National presence (type and location): *3 Regional Coordinating Units: Africa (Tunisia), Asia (Thailand), Latin America and Caribbean (Mexico)*

Staff (including secondments)

- Total: 56
- 66% professional and 34% general service
- Average number of consultant days per year: 60

Budgetary resources

Core resources:

- US\$ 16,705,000/biennium
- 100% of total budget
- 0% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$ *non-predictable*
- % of total budget
- 100% raised through earmarked trust funds

Sources of funds:

- 100% Government
- <1% Foundation/NGO/private sector

6.6% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

60% of total resources on normative/analytical activities

13% of total resources spent at the regional level on operational/implementation activities (11.5% of that spent on staff/consultants costs)

14% of total resources spent at the country-level on operational/implementation activities (12.5% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *Core Budget: Biennium*

Main financial mechanism: *Global Environment Facility (GEF) for Implementation activities*

Mechanisms for country-level implementation: *through UN*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|-----------------|
| <i>Joint Liaison Group between UNCCD, Climate Change and Biodiversity</i> | <i>Member</i> |
| <i>Land Degradation Task Force of the GEF</i> | <i>Member</i> |
| <i>Millennium Ecosystem Assessment</i> | <i>Observer</i> |
| <i>Land Degradation Assessment (LADA)</i> | <i>Member</i> |
| <i>Collaborative Partnership on Forests</i> | <i>Member</i> |

Convention Secretariat: *United Nations Framework Convention on Climate Change*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

United Nations Framework Convention on Climate Change (UNFCCC): adopted 9 May 1992/entered into force 21 March 1994

Kyoto Protocol: adopted 11 December 1997/entered into force 16 February 2005

Mission

UNFCCC is committed to: Make a contribution to sustainable development through support for action to mitigate and to adapt to climate change at the global, regional and national level; Provide high-quality support to the intergovernmental process in the context of the Convention and the Kyoto Protocol; Create and maintain necessary conditions for an early, effective and efficient implementation of the Kyoto Protocol; Provide and disseminate high-quality, understandable and reliable information and data on climate change and on efforts to address it; Promote and enhance the active engagement of non-governmental organizations (NGO's), business and industry, the scientific community and other relevant stakeholders in our work and processes, including through effective communication; Create and maintain a caring working environment that is conducive to self-actualization of staff, information sharing and teamwork and allows the delivery of the highest quality products.

| <i>Main functions</i> | <i>Nature of work</i> |
|--|-------------------------------|
| <i>Organise intergovernmental & informal meetings (including facilities and documentation)</i> | <i>operational</i> |
| <i>Provide technical & substantive inputs to Parties; advise presiding officers</i> | <i>normative/analytical</i> |
| <i>Liaise with Parties & observers; manage relations with NGOs; cooperate within UN</i> | <i>normative/operational</i> |
| <i>Compile/synthesise national reports and emission data (& maintain databases)</i> | <i>analytical/operational</i> |
| <i>Coordinate expert reviews of national reports and emission inventories</i> | <i>regulatory</i> |
| <i>Support developing countries and work with financial mechanism (GEF et al)</i> | <i>analytical/normative</i> |
| <i>Support decision making on CDM & JI projects, carbon credits & compliance</i> | <i>regulatory</i> |
| <i>Operate emissions trading registries and the international transaction log</i> | <i>regulatory</i> |
| <i>Outreach and public information (documents and web site)</i> | <i>analytical/operational</i> |

Governance structure

Nature of institutional link to the United Nations: *Institutionally linked to the UN without being integrated in any department/programme (Resolution 56/199)*

Nature of administrative link to the United Nations: *Full administrative delegation within UN Rules and Regulations*

Governing Body:

| | |
|---|--|
| Name of Body | <i>Conference of the Parties to the UNFCCC</i> |
| Number of Parties: | <i>189</i> |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>annual</i> |

| | |
|---|--|
| Name of Body | <i>Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol</i> |
| Number of Parties: | <i>163</i> |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>annual</i> |

Subsidiary bodies (including technical bodies): 9 (including committees)

- Total number of meetings per year: 25

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 123 in 2006

Reporting

Number of national reports required of Parties per year: *National communications from Annex I Parties (41 industrialized countries): every 4 to 5 years; National communications from non-Annex I Parties (around 150 developing countries): periodically (periodicity still under discussion); Greenhouse gas inventory from Annex I Parties (41 industrialized countries): annually; Additional ad hoc reports (such as demonstrable progress under the Kyoto Protocol)*

Offices

Secretariat location: *Bonn, Germany*

Regional/Sub-regional/National presence (type and location): *none*

Staff (including secondments)

- Total: *183 on payroll*
- *56% professional and 44% general service*
- Average number of consultant days per year: *about 3500 days per year*

Budgetary resources

Core resources:

- *US\$53.5 m (2006-7)*
- *55% of total budget*
- *n/a% of core coming from UN regular budget*

Supplementary (non-core/extra-budgetary):

- *US\$43.2 (2006-7)*
- *45% of total budget*
- *0% raised through earmarked trust funds*

Sources of funds:

- *95% Government*
- *0% Foundation/NGO/private sector*
- *5% Other (specify: fees)*

8 % of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies [This refers to the share in UNFCCC's budget. Most of the conference cost is covered by the UN budget and by the host country].

74% of total resources on normative/analytical activities

0% of total resources spent at the regional level on operational/implementation activities (0% of that spent on staff/consultants costs)

0% of total resources spent at the country-level on operational/implementation activities (0% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *biennial*

Main financial mechanism: *the Global Environment Facility (GEF)*

Mechanisms for country-level implementation: *through government*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|---------------|
| <i>Joint Liaison Group (JLG) between the secretariats of CBD, UNFCCC and UNCCD</i> | <i>Member</i> |
| <i>Joint Working Group between IPCC and UNFCCC</i> | <i>Member</i> |
| <i>Environmental Management Group (EMG)</i> | <i>Member</i> |

Convention Secretariat: Vienna Convention for the Protection of the Ozone Layer

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. Vienna Convention for the Protection of the Ozone Layer: adopted 22 March 1985/entered into force 22 September 1988, 190 Parties;
2. Montreal Protocol on Substances that Deplete the Ozone Layer: adopted 17 September 1987/entered into force 1 January 1989, 189 Parties;
3. London Amendment: adopted 29 June 1990/entered into force 10 August 1992, 181 parties;
4. Copenhagen Amendment: adopted 25 November 1992/entered into force 14 June 1994, 172 parties;
5. Montreal Amendment: adopted 17 September 1997/entered into force 10 November 1999, 143 parties;
6. Beijing Amendment: adopted 3 December 1999/entered into force 25 February 2002, 109 Parties

Mission

Vienna Convention (VC): To facilitate both cooperation in the legal, scientific and technical fields related to the phenomena of ozone depletion, and cooperative research and systematic observations regarding the state of the ozone layer; Montreal Protocol (MP): To facilitate cooperative action to address ozone depletion by agreeing and monitoring compliance with legally binding targets for the reduction and/or elimination of production and consumption of ozone depleting substances

| Main functions | Nature of work |
|--|------------------------|
| VC: Report on research and systematic observation by the Parties | Operational |
| VC: Transmit information on measures adopted by the Parties | Operational |
| VC: Prepare documents for and hold a Conference of the Parties each year | Operational/analytical |
| VC: Coordinate work with other relevant international bodies | Operational/analytical |
| VC: Together with WMO, hold triennial ozone research managers meetings | Operational/analytical |
| MP: Serve as repository for submission and analysis of compliance data | Operational/analytical |
| MP: Arrange for and service meetings of the Parties | Operational/analytical |
| MP: Prepare and distribute reports on compliance and cooperation | Operational/analytical |
| MP: Promote ratification by non-parties | Operational/analytical |
| MP: Serve as a repository of information for the Parties | Operational/analytical |

Governance structure

Nature of institutional link to the United Nations: Convention/Protocol designated UNEP Secretariat

Nature of administrative link to the United Nations: Administered by UNEP

Governing Body:

| | |
|--|---------------------------|
| Name of Body | COP for Vienna Convention |
| Number of Parties: | 190 |
| Composition of membership(which ministries): | Mixed |
| Periodicity/frequency of meetings: | VC: 1 every 3 years |

| | |
|------------------------------------|---------------------------|
| Name of Body | MOP for Montreal Protocol |
| Number of Parties: | 189 |
| Composition of membership | Mixed |
| Periodicity/frequency of meetings: | 1 WG and MOP/year |

Subsidiary bodies (including technical bodies): 10

- Total number of meetings per year: average 1-2 each

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 70 (estimated)

Reporting

Number of national reports required of Parties per year: 1

Offices

Secretariat location: *Nairobi*

Regional/Sub-regional/National presence (type and location): 0

Staff (including secondments)

- Total: 18
- 44% professional and 56% general service
- Average number of consultant days per year: 10

Budgetary resources

Core resources:

- US\$5.5 for 2005
- 100% of total budget

Supplementary (non-core/extra-budgetary):

- US\$ (indicate budget period) *N/A*
- % of total budget
- % raised through earmarked trust funds

Sources of funds:

- 100% Government

53% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

47% of total resources on normative/analytical activities

0% of total resources spent at the regional level on operational/implementation activities (*N/A*% of that spent on staff/consultants costs)

0% of total resources spent at the country-level on operational/implementation activities (*N/A*% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *annual for MP, triennial for VC*

Main financial mechanism:

Mechanisms for country-level implementation: *Mix*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|---------------|
| | <i>Select</i> |
| | <i>Select</i> |

Convention Secretariat: *Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. *Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal*: adopted 22 March 1989/entry into force 5 May 1992
2. *Protocol on Liability and Compensation for Damage Resulting from Transboundary Movements of Hazardous Wastes and their Disposal*: adopted 10 December 1999/not yet entered in force
3. *Ban Amendment to the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal*: adopted 22 September 1995/not yet entered into force

Mission

The Secretariat is to serve the Parties to the Basel Convention and carry out the functions relevant to the purpose of the Convention. It shall assist or cooperate with Parties in the fulfillment of their international obligations as prescribed in the Convention with a view to protecting human health and the environment from the adverse effects which may result from the generation and management (treatment, recycling, recovery and final disposal) of hazardous and other wastes.

| Main functions | Nature of work |
|--|--|
| <i>Arrange for and service meetings of the Convention</i> | <i>Operational</i> |
| <i>Prepare and transmit reports based on information received from Parties and information derived from meetings of subsidiary bodies and relevant intergovernmental and non-governmental entities</i> | <i>Operational</i> |
| <i>Prepare reports on its activities carried out in implementation of its functions under the Convention</i> | <i>Operational</i> |
| <i>Ensure necessary coordination with relevant international bodies, and in particular to enter into such administrative and contractual arrangements as required for the effective discharge of its functions</i> | <i>Operational</i> |
| <i>Communicate with focal points and competent authorities as required under the Convention</i> | <i>Operational</i> |
| <i>Catalyse, initiate, promote technical assistance, capacity building and public-private partnerships</i> | <i>Operational</i> |
| <i>Receive and convey technical information from and to Parties</i> | <i>Operational</i> |
| <i>Assist Parties, upon request, in their identification of cases of illegal traffic, and to circulate immediately to the Parties concerned any information received regarding illegal traffic</i> | <i>Analytical and Operational</i> |
| <i>Cooperate with Parties and relevant and competent international organizations and agencies in the provision of experts and equipment for rapid assistance to States in the event of emergency situations</i> | <i>Operational</i> |
| <i>Perform functions relevant to the purposes of the Convention as determined by the Conference of the Parties</i> | <i>Operational, analytical and normative</i> |

Governance structure

Nature of institutional link to the United Nations: *Treaty-body concluded under the auspices of the United Nations (UNEP), for which the UN Secretary General is Depositary.*

Nature of administrative link to the United Nations: *Administered by UNEP*

| | |
|---|----------------------------------|
| Name of Governing Body | <i>Conference of the Parties</i> |
| Number of Parties: | <i>168</i> |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>Biennial</i> |

Subsidiary bodies (including technical bodies): 3 / Total number of meetings per year: 4
 Total number Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 16.5

Reporting

Number of national reports required of Parties per year: 1

Offices

Secretariat location: *Geneva, Switzerland*

Regional/Sub-regional/National presence: *Basel Convention Regional Centres for Training and Technology Transfer (Egypt, Senegal, South Africa, China, Indonesia, Samoa, Iran, Russian Federation, Slovak Republic, Argentina, El Salvador, Trinidad and Tobago); Basel Convention Coordinating Centres for Training and Technology Transfer (Nigeria, Uruguay): These centres are distinct entities from Basel Secretariat, however the Secretariat provides facilitative and supportive assistance for activities.*

Staff (including secondments)

- Total: 20
- 50% professional and 50% general service
- Average number of consultant days per year: 145

Budgetary resources

Core resources:

- US\$ 7,090,830 (2005-2006)
- 76% of total budget
- 0% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$ 2,186,050 (2005-2006)
- 24% of total budget
- 85% raised through earmarked trust funds

Sources of funds:

- 99% Government
- 1 % Foundation/NGO/private sector

40% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

15 % of total resources on normative/analytical activities

30 % of total resources spent at the regional level on operational/implementation activities (100 % of that spent on staff/consultants costs)

15 % of total resources spent at the country-level on operational/implementation activities (75 % of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles: *Biennial (following a COP)*

Main financial mechanism: *Basel Convention Trust Fund (assessed contributions), Basel Convention Technical Cooperation Trust Fund (voluntary contributions)*

Mechanisms for country-level implementation: *Through Government*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|-------------------|
| <i>Joint ILO/IMO/Basel Convention Working Group on Ship Recycling</i> | <i>Member</i> |
| <i>UNECE (Committees on Transport of Dangerous Goods & Aarhus Convention)</i> | <i>Member</i> |
| <i>Strategic Approach to Integrated Chemicals Management</i> | <i>Member</i> |
| <i>WTO Committee on Trade and Environment in Special Session</i> | <i>Observer</i> |
| <i>Mobile Phone Partnership Initiative</i> | <i>Lead/Chair</i> |
| <i>IMO Marine Environment Protection Committee</i> | <i>Observer</i> |
| <i>Green Customs Initiative UNEP</i> | <i>Member</i> |
| <i>World Customs Organization</i> | <i>Observer</i> |
| <i>Steering Committees of Basel Convention Regional or Coordinating Centres</i> | <i>Member</i> |
| <i>Joint Correspondence Group: OEWG & the UN Sub Committee of Experts on the Globally Harmonised System of Classification and Labeling of Chemicals</i> | <i>Member</i> |
| <i>Environmental Management Group (EMG)</i> | <i>Member</i> |

Convention Secretariat: *Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):
Rotterdam Convention on the Prior Informed Consent (PIC) Procedure for Certain Hazardous Chemicals and Pesticides in International Trade: adopted 10 September 1998/entered into force 24 February 2004

Mission

The objective of the Convention is to promote shared responsibility and cooperative efforts among Parties in the international trade of certain hazardous chemicals in order to protect human health and the environment from potential harm and to contribute to their environmentally sound use, by facilitating information exchange about their characteristics, by providing for a national decision-making process on their import and export and by disseminating these decisions to Parties.

| Main functions | Nature of work |
|---|--------------------------------------|
| <i>Obtain and publish import decisions for Annex III chemicals</i> | <i>operational</i> |
| <i>Receive, verify and publish notifications of final regulatory action</i> | <i>Operational/analytical</i> |
| <i>Expert body consider notifications for inclusion of chemicals in Annex III</i> | <i>Analytical</i> |
| <i>Assist Parties with implementation activities</i> | <i>Capacity building</i> |
| <i>Servicing of meetings</i> | <i>operational</i> |
| <i>Coordination with other MEAs</i> | <i>operational/capacity building</i> |
| <i>Liaising with Designated National Authorities</i> | <i>operational/capacity building</i> |
| <i>Drafting and disseminating decision guidance documents</i> | <i>operational/analytical</i> |
| <i>Facilitating implementation exchange among Parties</i> | <i>operational/analytical</i> |

Governance structure

Nature of institutional link to the United Nations: *The secretariat functions are performed jointly by the Executive Director of UNEP and the Director-General of FAO*

Nature of administrative link to the United Nations: *Through the UNON office in Nairobi as well as through UNOG in Geneva*

Governing Body:

| | |
|--|------------------------------------|
| Name of Body | <i>Conference of Parties (COP)</i> |
| Number of Parties: | <i>106</i> |
| Composition of membership(which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>every 2 years</i> |

Subsidiary bodies (including technical bodies): 1

- Total number of meetings per year: 1

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 7.5

Reporting

Number of national reports required of Parties per year: 0

Offices

Secretariat location: *Geneva and Rome*

Regional/Sub-regional/National presence (type and location): *no formal presence - utilise FAO and UNEP regional offices*

Staff (including secondments)

- Total: *11.5 encumbered*
- *63% professional and 37% general service*
- Average number of consultant days per year: *15*

Budgetary resources

Core resources:

- *US\$3, 710, 224 (2006)*
- *78.4% of total budget*
- *0% of core coming from UN regular budget*

Supplementary (non-core/extra-budgetary):

- *US\$1, 020, 650 (2006)*
- *21.6% of total budget*
- *100% raised through earmarked trust funds*

Sources of funds:

- *100% Government*
- *% Foundation/NGO/private sector*
- *% Other (specify:)*

33% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

% of total resources on normative/analytical activities

% of total resources spent at the regional level on operational/implementation activities (% of that spent on staff/consultants costs)

% of total resources spent at the country-level on operational/implementation activities (% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *2 years*

Main financial mechanism: *Government contributions for the time being, discussions on the establishment of a specific mechanism*

Mechanisms for country-level implementation: *through government*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|------|
| <i>Stockholm Convention (cooperation on substantive and administrative issues)</i> | |
| <i>Basel Convention (cooperation on substantive and administrative issues)</i> | |
| <i>Strategic Approach to International Chemicals Management (SAICM)</i> | |

Pending decisions at the third meeting of the Conference of the Parties to the Rotterdam Convention (October 2006); eighth meeting of the Conference of the Parties of the Basel Convention (November 2006) and third meeting of the Conference of the Parties of the Stockholm Convention (April 2007), it is likely that an ad hoc working group on enhanced cooperation and coordination among the Basel, Rotterdam and Stockholm convention secretariats will be established.

Convention Secretariat: Stockholm Convention On Persistent Organic Pollutants

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):
Stockholm Convention on Persistent Organic Pollutants: adopted 21 May 2001/entered into force 17 May 2004

Mission

Article 1, Objective, of the Stockholm Convention: ...the objective of the Convention is to protection human health and the environment from persistent organic pollutants

| Main functions | Nature of work |
|---|----------------------------------|
| <i>Service meetings of the Conference of the Parties and its subsidiary bodies</i> | <i>operational, analytical</i> |
| <i>Facilitate assistance to Parties in implementation of the Convention</i> | <i>operational, consultative</i> |
| <i>Coordinate as necessary with secretariats of other international bodies</i> | <i>operational, coordination</i> |
| <i>Prepare reports for Parties based on information received from Party reports</i> | <i>operational, analytical</i> |
| <i>Enter into administrative/contractual arrangements as required for functions</i> | <i>administrative</i> |
| <i>Perform the other functions specified in the Convention or by the COP</i> | <i>operational</i> |

Governance structure

Nature of institutional link to the United Nations: *The Convention is an international legally binding instrument with independent legal personality.*

Nature of administrative link to the United Nations: *The Convention secretariat is provided by UNEP and follows UN personnel and administrative rules.*

Governing Body:

| | |
|--|----------------------------------|
| Name of Body | <i>Conference of the Parties</i> |
| Number of Parties: | <i>124</i> |
| Composition of membership(which ministries): | |
| Periodicity/frequency of meetings: | <i>1-2 years</i> |

Subsidiary bodies (including technical bodies): 3

- Total number of meetings per year: *1 each*

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: *18*

Reporting

Number of national reports required of Parties per year: *1/4years*

Offices

Secretariat location: *Geneva*

Regional/Sub-regional/National presence (type and location): *regional centres to be established*

Staff (including secondments)

- Total: *17.75*
- *58%* professional and *42%* general service
- Average number of consultant days per year: *100*

Budgetary resources

Core resources:

- US\$10,351,501 (2006-7)
- 75% of total budget
- 0% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$3,443,845 (2006-7)
- 25% of total budget
- 0% raised through earmarked trust funds

Sources of funds:

- 100% Government
- % Foundation/NGO/private sector
- % Other (specify:)

48% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

TBD% of total resources on normative/analytical activities

TBD% of total resources spent at the regional level on operational/implementation activities (TBD% of that spent on staff/consultants costs)

TBD% of total resources spent at the country-level on operational/implementation activities (TBD% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *2 calendar years beginning on even numbered years*

Main financial mechanism: *General trust fund, voluntary trust fund, financial mechanism (including GEF)*

Mechanisms for country-level implementation:

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|---------------|
| <i>UNEP hosts ad hoc meetings of MEA secretariats to discuss coordination</i> | <i>Member</i> |
| <i>UNEP organizes a green customs initiatives that involves some MEAs</i> | <i>Member</i> |

Pending decisions at the third meeting of the Conference of the Parties to the Rotterdam Convention (October 2006); eighth meeting of the Conference of the Parties of the Basel Convention (November 2006) and third meeting of the Conference of the Parties of the Stockholm Convention (April 2007), it is likely that an ad hoc working group on enhanced cooperation and coordination among the Basel, Rotterdam and Stockholm convention secretariats will be established.

Convention Secretariat: Convention concerning the Protection of the World Cultural and Natural Heritage

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

Convention concerning the Protection of the World Cultural and Natural Heritage (World Heritage Convention): adopted by General Conference of the UN Educational, Scientific and Cultural Organization (UNESCO) at its 17th session, Paris, 16 November 1972/entered into force 17 December 1975

Mission

The UNESCO World Heritage Centre is the Secretariat of the World Heritage Committee and is appointed by the Director-General of UNESCO. It was established in 1992 specifically for this purpose. The Director-General designated the Director of the World Heritage Centre as Secretary to the Committee. The Secretariat assists and collaborates with the States Parties and the Advisory Bodies. The Secretariat works in close co-operation with other sectors and field offices of UNESCO. World Heritage mission is to:

- encourage countries to sign the World Heritage Convention and to ensure the protection of their natural and cultural heritage;
- encourage States Parties to the Convention to nominate sites within their national territory for inclusion on the World Heritage List;
- encourage States Parties to establish management plans and set up reporting systems on the state of conservation of their World Heritage sites;
- help States Parties safeguard World Heritage properties by providing technical assistance and professional training;
- provide emergency assistance for World Heritage sites in immediate danger;
- support States Parties' public awareness-building activities for World Heritage conservation;
- encourage participation of local population in the preservation of their cultural and natural heritage;
- encourage international cooperation in the conservation of our world's cultural and natural heritage.

| Main functions | Nature of work |
|--|---|
| Organization of the meetings of the General Assembly of States Parties and the World Heritage Committee; | organization of intergovernmental meeting |
| Implementation of decisions of the World Heritage Committee and General Assembly resolutions and reporting to them on their execution; | operational, normative |
| Receipt, registration, checking completeness, archiving and transmission to the relevant Advisory Bodies of nominations to the World Heritage List; | analytical, administrative |
| Co-ordination of studies and activities as part of the Global Strategy for a Representative, Balanced and Credible World Heritage List; | operational, analytical |
| Organization of Periodic Reporting and co-ordination of Reactive Monitoring; | Operational, normative, analytical |
| Co-ordination of International Assistance; | operational, administrative |
| Mobilization of extra-budgetary resources for the conservation and management of World Heritage properties; | administrative, operational |
| Assistance to States Parties in the implementation of the Committee's programmes and projects; | operational |
| Promotion of World Heritage and the Convention through the dissemination of information to States Parties, the Advisory Bodies (ICOMOS, IUCN and ICCROM) and the general public. | information dissemination |

Governance structure

Nature of institutional link to the United Nations: The UNESCO World Heritage Committee (assisted by the World Heritage Centre as its Secretariat) is an Intergovernmental Committee whose meetings are of a representative nature (UNESCO category II - Intergovernmental meetings other than international conferences of states)

Nature of administrative link to the United Nations: The UNESCO World Heritage Centre is attached to the Culture Sector of UNESCO (which is a specialized agency of the United Nations system).

Governing Body:

| | |
|---|--|
| Name of Body | <i>World Heritage Committee</i> |
| Number of Parties: | 21 |
| Composition of membership (which ministries): | <i>Mixed – culture, environment and education ministries</i> |
| Periodicity/frequency of meetings: | <i>At least once a year (June/July) in ordinary session</i> |
| Name of Body | <i>General Assembly of States Parties</i> |
| Number of Parties: | 182 |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>During UNESCO General Conference every two years</i> |

Subsidiary bodies (including technical bodies): *World Heritage Committee (assisted by UNESCO World Heritage Centre) may establish subsidiary bodies as it deems necessary. 7 World Heritage Committee members compose its Bureau (Chairperson, Rapporteur and 5 Vice-Chairpersons)*

Reporting

Number of national reports required of Parties per year: *States Parties have the responsibility to provide information to the World Heritage Committee on the implementation of the World Heritage Convention and state of conservation of properties. They are requested to provide Periodic Reports*

Offices

Secretariat location: *The UNESCO World Heritage Centre is located at UNESCO Headquarters in Paris*

Regional/Sub-regional/National presence (type and location): *UNESCO offices worldwide*

Staff (including secondments)

- Total: 58 (including associate experts and temporary posts)
- 70.7% professional and 29.3% general service
- Average number of consultant days per year: 26 consultants/320 days/year

Budgetary resources

Core resources:

- US\$ 9,827,470 (2004-2005)
- 31% of total budget (Regular Programme + Special Account + World Heritage Fund)
- 0% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$ 21,874,530 (2004-2005)
- 69 % of total budget

Sources of funds:

- 35% Government
- 65% Foundation/NGO/private sector

2.5 % of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

1.5 % of total resources on normative/analytical activities

25 % of total resources spent at the regional level on operational/implementation activities (100 % of that spent on staff/consultants costs)

71 % of total resources spent at the country-level on operational/implementation activities (30 % of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *biennium (2 years cycle) for Regular Programme and World Heritage Fund. Depending on duration of project for Extra-budgetary projects.*

Main financial mechanism:

Mechanisms for country-level implementation: *Through Governments, UN and NGOs*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|---------------|
| <i>Biodiversity Liaison Group (Heads of Convention Secretariats of 5 biodiversity conventions)</i> | <i>Member</i> |
| <i>MoU (World Heritage Centre, Secretariat of the Convention on Biological Diversity, and the Global Environment Facility Small Grants Programme implemented by the UNDP)</i> | <i>Member</i> |
| <i>Collaboration between the various cultural Conventions of UNESCO</i> | <i>Lead</i> |
| <i>A large number of cooperation agreements and memoranda of understanding with States Parties to the Convention, national agencies, NGOs, corporate sector and foundations</i> | <i>Lead</i> |

Convention Secretariat: *United Nations Convention on the Law of the Sea (UNCLOS)*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):
United Nations Convention on the Law of the Sea: adopted Montego Bay, 10 December 1982/entry into force: 16 November 1994, in accordance with article 308

Mission

The Convention sets out the legal framework within which all activities in the oceans and seas must be carried out, covering all ocean space, with all its uses, including navigation and overflight; all uses of all its resources, living and non-living, on the high seas, on the ocean floor and beneath, on the continental shelf and in the territorial seas; the protection of the marine environment; and basic law and order. Referred to as the “constitution of the sea”, the Convention is based on the idea that the problems of the oceans are closely interrelated and must be addressed as a whole.

The UN Office of Legal Affairs (OLA) Division for Ocean Affairs and the Law of the Sea (DOALOS) provides secretariat services to meetings of the UNCLOS Conference of the Parties and to the Commission on the Limits of the Continental Shelf, established on the basis of UNCLOS.

| Main functions | Nature of work (operational, normative/ analytical, other-specify) |
|---|--|
| <i>Preparation of reports</i> | <i>analytical</i> |
| <i>Arranging and servicing meetings</i> | <i>operational</i> |

Governance structure

Nature of institutional link to the United Nations: *United Nations Secretariat provides services*

Nature of administrative link to the United Nations: *United Nations Secretariat*

Governing Body:

| | |
|---|----------------------------------|
| Name of Body | <i>Meeting of States Parties</i> |
| Number of Parties: | <i>149</i> |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>annual</i> |

| | |
|------------------------------------|---|
| Name of Body | <i>UN General Assembly (budgetary as well as certain substantive decisions)</i> |
| Number of Parties: | |
| Composition of membership | <i>Mixed</i> |
| Periodicity/frequency of meetings: | |

Subsidiary bodies (including technical bodies):

- Number:
- Total number of meetings per year:

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year:

Reporting

Number of national reports required of Parties per year:

Offices

Secretariat location: *UNHQ New York*

Regional/Sub-regional/National presence (type and location):

Staff (including secondments)

- Total: 28
- 66% professional and 33% general service
- Average number of consultant days per year: 30

Budgetary resources

Core resources:

- US\$ (indicate budget period)
- % of total budget
- 98% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$ (indicate budget period)
- % of total budget
- 2% raised through earmarked trust funds

Sources of funds:

- % Government
- % Foundation/NGO/private sector
- % Other (specify:)
-

% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

% of total resources on normative/analytical activities

% of total resources spent at the regional level on operational/implementation activities (% of that spent on staff/consultants costs)

% of total resources spent at the country-level on operational/implementation activities (% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration):

Main financial mechanism: *UN budget*

Mechanisms for country-level implementation:

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|---------------|
| <i>UN-Oceans</i> | <i>Member</i> |
| <i>Given the comprehensive nature of UNCLOS, DOALOS coordinates, cooperates and liaises with practically all oceans-related organizations, programmes and bodies, and institutions, including those dealing with environment issues</i> | |

Convention Secretariat: *Agreement for the Implementation of the Provisions of the United Nations Convention on the Law of the Sea (UNCLOS) relating to the Conservation and Management of Straddling Fish Stocks and Highly Migratory Fish Stocks (UNFSA)*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):
Agreement for the Implementation of the Provisions of the United Nations Convention on the Law of the Sea (UNCLOS) relating to the Conservation and Management of Straddling Fish Stocks and Highly Migratory Fish Stocks (UNFSA): adopted New York, 4 August 1995/entry into force 11 December 2001

Mission

The Agreement seeks to ensure the long-term conservation and sustainable use of straddling fish stocks and highly migratory fish stocks through effective implementation of the relevant provisions of the Convention. It establishes a clear set of rights and obligations for States to conserve and manage the two types of stocks and associated and dependent species as well as to protect biodiversity in the marine environment.

The UN Office of Legal Affairs (OLA) Division for Ocean Affairs and the Law of the Sea (DOALOS) provides secretariat services to meetings of the UNFSA.

| Main functions | Nature of work (operational, normative/ analytical, other-specify) |
|---|--|
| <i>Preparation of reports</i> | <i>analytical</i> |
| <i>Arranging and servicing meetings</i> | <i>operational</i> |

Governance structure

Nature of institutional link to the United Nations: *Agreement mandated by General Assembly.*

Nature of administrative link to the United Nations: *Secretariat services*

Governing Body:

| | |
|--|--|
| Name of Body | <i>General Assembly (budgetary as well as certain substantive decisions)</i> |
| Number of Parties: | <i>57</i> |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | |

Subsidiary bodies (including technical bodies):

- Number:
- Total number of meetings per year: *none*

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year:

Reporting

Number of national reports required of Parties per year: *none*

Offices

Secretariat location: *UNHQ New York*

Regional/Sub-regional/National presence (type and location): *none*

Staff (including secondments)

- Total: *five*
- *80%* professional and *20%* general service
- Average number of consultant days per year: *30*

Budgetary resources

Core resources:

- US\$ (indicate budget period)
- % of total budget
- % of core coming from UN regular budget (if relevant)

Supplementary (non-core/extra-budgetary):

- US\$ (indicate budget period)
- % of total budget
- % raised through earmarked trust funds

Sources of funds:

- % Government
- % Foundation/NGO/private sector
- % Other (specify:)
-

% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

% of total resources on normative/analytical activities

% of total resources spent at the regional level on operational/implementation activities (% of that spent on staff/consultants costs)

% of total resources spent at the country-level on operational/implementation activities (% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration):

Main financial mechanism: *UN budget*

Mechanisms for country-level implementation:

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|------|
| <i>Given the comprehensive nature of UNCLOS, DOALOS coordinates, cooperates and liaises with practically all oceans-related organizations, programmes and bodies, and institutions, including those dealing with environment issues</i> | |

Convention Secretariat: Cartagena Convention for the Protection and Development of the Marine Environment of the Wider Caribbean Region

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. *Action Plan for the Caribbean Environment Programme*: adopted 8 April 1981
2. *Convention for the Protection and Development of the Marine Environment of the Wider Caribbean Region (Cartagena Convention)*: adopted 24 March 1983/entry into force 11 October 1986
3. *Protocol Concerning Cooperation in Combating Oil Spills in the Wider Caribbean Region (Oil Spills Protocol)*: adopted 24 March 1983/entry into force 11 October 1986
4. *Protocol Concerning Specially Protected Areas and Wildlife (SPAW Protocol)*: adopted 18 January 1990/entry into force 18 June 2000
5. *Protocol Concerning Pollution from Land-Based Sources and Activities (LBS Protocol)*: adopted 6 October 1999/not yet in force

Mission

Promoting regional cooperation for the protection and development of the marine environment of the Wider Caribbean Region

| Main functions | Nature of work |
|--|--------------------|
| <i>Facilitates the implementation of the Cartagena Convention and its Protocols</i> | <i>operational</i> |
| <i>Coordinate scientific and technical projects for the Contracting Parties</i> | <i>operational</i> |
| <i>Establish Regional Activity Centres</i> | <i>operational</i> |
| <i>Collect, review and disseminate case studies, publications, CEP project results</i> | <i>operational</i> |
| <i>Convenes the biennial meetings of the Contracting Parties</i> | <i>operational</i> |
| <i>Convenes Meetings of Experts to support Protocol implementation</i> | <i>operational</i> |
| <i>Prepares the biennial Programme Budget and Workplan</i> | <i>operational</i> |
| <i>Participates in the UN Country Teams</i> | <i>operational</i> |
| <i>Establish agreements with NGOs and Civil Society for Contracting Parties</i> | <i>operational</i> |
| <i>Contribute to regional fora on environment and development</i> | <i>operational</i> |

Governance structure

Nature of institutional link to the United Nations: *UNEP - Regional Seas Programme*

Nature of administrative link to the United Nations: *UNEP Global Programme of Action for the Protection of the Marine Environment from Land-based Activities (GPA)*

Governing Body:

| | |
|---|---|
| Name of Body | <i>Meeting on the Action Plan for the CEP</i> |
| Number of Parties: | <i>28</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>Biennial</i> |

| | |
|--|--|
| Name of Body | <i>COP to the Convention (held jointly with above)</i> |
| Number of Parties: | <i>23</i> |
| Composition of membership(which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>Biennial</i> |

| | |
|--|--|
| Name of Body | <i>Monitoring Committee for CEP (MONCOM)</i> |
| Number of Parties: | <i>9</i> |
| Composition of membership(which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>Biennial</i> |

| | |
|---|---|
| Name of Body | <i>Special Bureau of COP (held jointly with MONCOM)</i> |
| Number of Parties: | 9 |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>Biennial</i> |

| | |
|---|----------------------------------|
| Name of Body | <i>COP to the SPAW Protocol</i> |
| Number of Parties: | 12 |
| Composition of membership (which ministries): | <i>Primarily line ministries</i> |
| Periodicity/frequency of meetings: | <i>Biennial</i> |

Subsidiary bodies (including technical bodies): 3 / Total number of meetings per year: 1

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 14

Reporting

Number of national reports required of Parties per year: 1

Offices

Secretariat location: *Kingston, Jamaica*

Regional/Sub-regional/National presence (type and location): *Regional*

Staff (including secondments)

- Total: 17
- 35.3% professional and 64.7% general service
- Average number of consultant days per year: 120

Budgetary resources

Core resources:

- US\$ 2,812,629 (2006)
- 98.9% of total budget
- 1.1% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$ 1,272,049 (2006)
- 45% of total budget

Sources of funds:

- 46% Government
- 49.3% Foundation/NGO/private sector
- 4.7% Other (specify: *Extra-ordinary contribution*)

14.5% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

1% of total resources on normative/analytical activities

20% of total resources spent at the regional level on operational/implementation activities (*n/a*% of that spent on staff/consultants costs)

% of total resources spent at the country-level on operational/implementation activities (% of that spent on staff/consultants costs) (*N.B. figures are not yet available*)

Programme

Programming/budgetary cycles: *Biennial*

Main financial mechanism: *Caribbean Trust Fund*

Mechanisms for country-level implementation: Through UN, Government and NGOs

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|---------------------|
| <i>MoU with Organization of Eastern Caribbean States</i> | <i>Member</i> |
| <i>MoC with The Nature Conservancy</i> | <i>Member</i> |
| <i>White Water to Blue Water Patnership</i> | <i>Lead / chair</i> |
| <i>Focal Point for the International Coral Reef Initiative for the Caribbean Region</i> | <i>Member</i> |
| <i>MoC with the Ramsar Secretariat</i> | <i>Member</i> |
| <i>MoC with the Basel Secretariat</i> | <i>Member</i> |
| <i>MoC with Convention on Biological Diversity</i> | <i>Member</i> |
| <i>MoC with Convention on Migratory Species</i> | <i>Member</i> |

Convention Secretariat: Convention for the Protection of the Mediterranean Sea against Pollution

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. *Barcelona Convention: adopted 16 February 1976/entry into force 12 February 1978; amended 10 June 1995 - amendments entry into force 9 July 2005*
2. *Dumping Protocol: adopted 16 February 1976/entry into force 12 February 1978; amended 10 June 1995 - amendments not yet in force*
3. *Emergency Protocol: adopted 16 February 1976/entry into force 12 February 1978; replaced by Prevention and Emergency Protocol - adopted 25 January 2002/entry into force 17 March 2004*
4. *Land-Based Source Protocol: adopted 17 May 1980/entry into force 17 June 1983; amended 7 March 1996 - not yet in force*
5. *Specially Protected Areas Protocol: adopted 3 April 1982/entry into force 23 March 1986; amended 10 June 1995 - amendments entry into force 12 December 1999*
6. *Offshore Protocol: adopted 14 October 1994/not yet in force*
7. *Hazardous Waste Protocol: adopted 1 October 1996/not yet in force*

Mission

To implement the Mediterranean Action Plan and provide administrative support to the Contracting Parties in the implementation of the Barcelona Convention and its Protocols in order to contribute to the sustainable development of all countries in the Mediterranean basin by coordinating and facilitating the implementation of programmes and activities to safeguard the ecosystems of the Mediterranean Sea and coastal zones, through an integrated and environmentally sound approach, for the benefit of all citizens living in the region .

| Main functions | Nature of work |
|--|--------------------|
| <i>Provides Secretarial functions to the Contracting Parties</i> | <i>operational</i> |
| <i>Organizes the biennial meetings of the Contracting Parties</i> | <i>operational</i> |
| <i>Organizes the meetings of the Bureau twice yearly</i> | <i>operational</i> |
| <i>Implements the Mediterranean Action Plan</i> | <i>operational</i> |
| <i>Provides Secretarial support to the Mediterranean Commission on Sustainable Development</i> | <i>operational</i> |
| <i>Performs diplomatic, political and public relations role</i> | <i>operational</i> |
| <i>Provides technical and limited financial support to the Contracting Parties</i> | <i>operational</i> |
| <i>Follows-up implementation of Convention and Protocols</i> | <i>operational</i> |
| <i>Prepares the biennial Programme Budget</i> | <i>operational</i> |
| <i>Acts as the UN Representative Office in Greece</i> | <i>operational</i> |

Governance structure

Nature of institutional link to the United Nations: *Convention designates UNEP as Secretariat*

Nature of administrative link to the United Nations: *Administered by UNEP*

Governing Body:

| | |
|------------------------------------|--|
| Name of Body | <i>Conference of the Parties to the Barcelona Convention</i> |
| Number of Parties: | <i>22</i> |
| Composition of membership | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>Biennial</i> |

Subsidiary bodies (including technical bodies): 1

- Total number of meetings per year: 2

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 15

Reporting

Number of national reports required of Parties per year: 4

Offices

Secretariat location: *Athens*

Regional/Sub-regional/National presence: *5 Regional Activity Centres: Regional Emergency Oil Spill Response Centre (Malta); Regional Activity Centre for Specially Protected Areas (Tunis); Regional Activity Centre for Priority Action Programmes (Split, Croatia); Blue Plan Centre (Sophia Antipolis, France); Information and Communication Centre (Rome and Palermo, Italy).*

Staff (including secondments)

- Total: 28
- 35.7% professional and 64.3% general service
- Average number of consultant days per year: 200

Budgetary resources

Core resources:

- US\$ (indicate budget period) \$ 7,897,591(2006)
- 89.67% of total budget
- N/A % of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$ (indicate budget period) \$ 816,328 (2006)
- 10.33 % of total budget
- 100 % raised through earmarked trust funds

Sources of funds:

- 89.67 % Government
- % Foundation/NGO/private sector
- 10.33 % Other (specify: *E.C. , UNEP*)

8 % (2005) of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

N/A% of total resources on normative/analytical activities

87 % (2005) of total resources spent at the regional level on operational/implementation activities (100 % of that spent on staff/consultants costs)

5 % (2005) of total resources spent at the country-level on operational/implementation activities (0% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles: *biennial*

Main financial mechanism: *Mediterranean Trust Fund (Contracting Parties' contributions), EC, Global Environment Facility, Mediterranean Environmental Technical Assistance Program*

Mechanisms for country-level implementation: *Mix*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|-----------------|
| <i>UNEP Regional Seas Programme</i> | <i>Member</i> |
| <i>International Atomic Energy Agency</i> | <i>Observer</i> |
| <i>International Oceanographic Commission</i> | <i>Observer</i> |
| <i>Convention on Biological Diversity</i> | <i>Observer</i> |
| <i>UN Economic Commission for Europe</i> | <i>Observer</i> |
| <i>Ramsar Convention on Wetlands</i> | <i>Observer</i> |

Convention Secretariat: *Convention on the Conservation of Antarctic Marine Living Resources*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):
Convention on the Conservation of Antarctic Marine Living Resources (CCAMLR): entry into force 1982, as part of the Antarctic Treaty System, in pursuance of the provisions of Article IX of the Treaty.

Mission

Assist Contracting Parties to implement the CAMLR Convention to conserve Antarctic marine living resources south of the Antarctic Convergence and ensure their sustainable utilisation through precautionary and ecosystem management

| Main functions | Nature of work |
|--|-------------------------------|
| <i>Provide Secretariat Support for Members</i> | <i>Operational</i> |
| <i>Organise Annual Commission, Scientific Committee & Related Meetings</i> | <i>Operational</i> |
| <i>Receive/Archive Data & Information Essential to Achieving Above Mission</i> | <i>Operational/Analytical</i> |

Governance structure

Nature of institutional link to the United Nations: *None*

Nature of administrative link to the United Nations: *None*

Governing Body:

| | |
|---|-------------------|
| Name of Body | <i>Commission</i> |
| Number of Parties: | <i>24 Members</i> |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>Annual</i> |

| | |
|---|-----------------------------|
| Name of Body | <i>Scientific Committee</i> |
| Number of Parties: | <i>24</i> |
| Composition of membership (which ministries): | <i>Mixed</i> |
| Periodicity/frequency of meetings: | <i>Annual</i> |

Subsidiary bodies (including technical bodies): *8*

- Total number of meetings per year: *10*

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: *49*

Reporting

Number of national reports required of Parties per year: *1*

Offices

Secretariat location: *Hobart, Tasmania, Australia*

Regional/Sub-regional/National presence (type and location):

Staff (including secondments)

- Total: *25*
- *16%* professional and *84%* general service
- Average number of consultant days per year:

Budgetary resources

Core resources:

- US\$2.5 million (2006)
- 100% of total budget
- 0% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$
- % of total budget
- 0% raised through earmarked trust funds

Sources of funds:

- 100% Member Countries

15% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

25% of total resources on normative/analytical activities

% of total resources spent at the regional level on operational/implementation activities (% of that spent on staff/consultants costs)

% of total resources spent at the country-level on operational/implementation activities (% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *Annual*

Main financial mechanism:

Mechanisms for country-level implementation: *through government*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|------|
| <i>Article XXIII of the Convention stipulates that, "the Commission and the Scientific Committee shall co-operate, as appropriate, with the Food and Agriculture Organisation of the United Nations and with other Specialised Agencies.</i> | |
| <i>Article XXIII of the Convention further stipulates that, "the Commission and the Scientific Committee shall seek to develop co-operative working relationships, as appropriate, with inter-governmental and nongovernmental organisations which could contribute to their work".</i> | |

Convention Secretariat: *Long-range Transboundary Air Pollution*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. *Convention on Long-range Transboundary Air Pollution: adopted 13 November 1979/entered into force 16 March 1983*
2. *Protocol on Long-term Financing of EMEP: adopted 28 September 1984/entered into force 28 January 1988*
3. *Protocol on the Reduction of Sulphur Emissions: adopted 8 July 1985/entered into force 2 September 1987*
4. *Protocol on Control of Emissions of Nitrogen Oxides: adopted 31 October 1988/entered into force 14 February 1991*
5. *Protocol concerning the Control of Emissions of Volatile Organic Compounds: adopted 18 November 1991/entered into force 29 September 1997*
6. *Protocol on Further Reduction of Sulphur Emissions: adopted 14 June 1994/entered into force 5 August 1998*
7. *Protocol on Heavy Metals: adopted 24 June 1998/entered into force 29 December 2003*
8. *Protocol on Persistent Organic Pollutants: adopted 24 June 1998/entered into force 23 October 2003*
9. *Protocol to Abate Acidification, Eutrophication and Ground-level Ozone: adopted 30 November 1999/entered into force 17 May 2005.*

Mission

To implement action on behalf of UN Economic Commission for Europe (ECE) to protect man and his environment from the effects of air pollution and provide administrative support to the Contracting Parties in the implementation of the Convention and its Protocols in order to contribute to the sustainable development of all countries in the UNECE region by coordinating and facilitating the implementation of programmes and activities aimed at controlling and reducing air pollution.

| Main functions | Nature of work |
|--|--------------------|
| <i>Provides Secretarial functions to the Contracting Parties</i> | <i>operational</i> |
| <i>Organizes the annual meetings of the Contracting Parties</i> | <i>operational</i> |
| <i>Organizes the meetings of the Bureau three times yearly</i> | <i>operational</i> |
| <i>Organizes meetings of the three main subsidiary bodies yearly</i> | <i>operational</i> |
| <i>Servises Implementation Committee meetings and follows up on implementation</i> | <i>operational</i> |
| <i>Servises meetings of Task Forces and Expert Groups</i> | <i>operational</i> |
| <i>Maintains the Convention's trust funds and prepares budgets</i> | <i>operational</i> |
| <i>Oversees the Convention's EECCA action plan</i> | <i>operational</i> |
| <i>Performs diplomatic, political and public relations role</i> | <i>operational</i> |
| <i>Acts as the UNECE Representative on air pollution issues</i> | <i>operational</i> |

Governance structure

Nature of institutional link to the United Nations: *Convention designates UNECE as secretariat.*

Instruments are open for accession to UNECE States

Nature of administrative link to the United Nations: *Administered by UNECE*

Governing Body:

| | |
|---|-------------------------------------|
| Name of Body | <i>Executive Body</i> |
| Number of Parties: | <i>50</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>Annual</i> |

| | |
|------------------------------------|--|
| Name of Body | <i>Protocol governing bodies meet under Executive Body</i> |
| Number of Parties: | |
| Composition of membership | Select |
| Periodicity/frequency of meetings: | |

Subsidiary bodies (including technical bodies): 21

- Total number of meetings per year: 29

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 30

Reporting

Number of national reports required of Parties per year: 2

Offices

Secretariat location: *Geneva*

Regional/Sub-regional/National presence (type and location):

Staff (including secondments)

- Total: 6
- 66% professional and 33% general service
- Average number of consultant days per year: 20

Budgetary resources

Core resources:

- US\$ 613,000 (2005)
- 84% of total budget
- 100% of core coming from UN regular budget (if relevant)

Supplementary (non-core/extra-budgetary):

- US\$ 113,000 (2005)
- 16% of total budget
- 100% raised through earmarked trust funds

Sources of funds:

- 100% Government

20% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

40% of total resources on normative/analytical activities

35% of total resources spent at the regional level on operational/implementation activities (100% of that spent on staff/consultants costs)

5% of total resources spent at the country-level on operational/implementation activities (70% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *annual*

Main financial mechanism: *UN*

Mechanisms for country-level implementation: *through government*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|---|-----------------|
| <i>Stockholm Convention on POPs</i> | <i>Observer</i> |
| <i>Arctic Council</i> | <i>Observer</i> |
| <i>East Asian Acid Deposition Network</i> | <i>Observer</i> |
| <i>Arctic Monitoring and Assessment Programme</i> | <i>Observer</i> |
| <i>Global Atmosphere Pollution Forum</i> | <i>Member</i> |

Convention Secretariat: *Convention on Access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. *Convention on Access to Information, Public Participation in Decision-making and Access to Justice in Environmental Matters - Aarhus Convention: adopted 25 June 1998/entered into force 30 October 2001/amended 27 May 2005/amendment not yet in force*
2. *Protocol on Pollutant Release and Transfer Registers (PRTR): adopted 21 May 2003/not yet in force*

Mission

The Aarhus Convention grants the public rights and imposes on Parties and public authorities obligations regarding access to information, public participation and access to justice in environmental matters. These procedural rights and obligations are intended to contribute to the protection of the right of every person of present and future generations to live in an environment adequate to his/her health and well-being. The Convention's Protocol on PRTRs seeks to enhance public access to information through the establishment of coherent, nationwide pollutant release and transfer registers which are publicly accessible and cover releases and transfers of at least 86 listed pollutants, such as greenhouse gases, acid rain pollutants, ozone-depleting substances, heavy metals and certain carcinogens from industry and other sources.

| Main functions | Nature of work |
|---|--------------------------------|
| <i>Provides Secretarial functions to the Contracting Parties</i> | <i>Operational</i> |
| <i>Organizes meetings of the Contracting Parties every 2-3 years</i> | <i>Operational</i> |
| <i>Organizes meetings of Working Group of the Parties and Bureau</i> | <i>Operational</i> |
| <i>Services compliance mechanism/organizes quarterly Compliance Committee</i> | <i>Operational</i> |
| <i>Organizes meetings of the WG on PRTR and of various task forces</i> | <i>Operational; Analytical</i> |
| <i>Promotes capacity building, organizes meetings of capacity building partners</i> | <i>Operational; Analytical</i> |
| <i>Manages Aarhus Clearinghouse; conducts outreach and awareness raising</i> | <i>Operational</i> |
| <i>Provides secretarial support to the International PRTR Coordinating Group</i> | <i>Operational</i> |
| <i>Supports participation of civil society actors in implementation of Convention</i> | <i>Operational</i> |
| <i>Maintains Convention trust fund, prepares forecasts, reports on use of funds</i> | <i>Operational</i> |

Governance structure

Nature of institutional link to the United Nations: *Convention and Protocol designate UNECE as Secretariat. Open to accession by all UN member States.*

Nature of administrative link to the United Nations: *Administered by UNECE*

Governing Bodies:

| | |
|---|--|
| Name of Body | <i>Meeting of the Parties to the Aarhus Convention</i> |
| Number of Parties: | <i>39</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>triennial</i> |
| Name of Body | <i>Working Group of the Parties</i> |
| Number of Parties: | <i>39</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>annual</i> |
| Name of Body | <i>Bureau of the Meeting of the Parties</i> |
| Number of Parties: | <i>7</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>3 per year</i> |
| Name of Body | <i>Compliance Committee</i> |

| | |
|---|---|
| Number of Parties: | <i>8 persons</i> |
| Periodicity/frequency of meetings: | <i>quarterly</i> |
| Name of Body | <i>PRTR Working Group</i> |
| Number of Parties: | <i>39</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>4 in 3 years</i> |
| Name of Bodies | <i>Task Force on Access to Justice and Task Force on Electronic Tools</i> |
| Number of Parties: | <i>39</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>1 per year (each)</i> |

Subsidiary bodies (including technical bodies): 7 / Total number of meetings per year: 13

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 35

Reporting

Number of national reports required of Parties per year: *1 every three years*

Offices

Secretariat location: *Palais des Nations, Geneva*

Regional/Sub-regional/National presence (type and location): *N/A*

Staff (including secondments)

- Total: 6
- 67% professional and 33% general service
- Average number of consultant days per year: 80

Budgetary resources

Core resources:

- US\$250,000 (2005)
- 26% of total budget
- 100% of core coming from UN regular budget (if relevant)

Supplementary (non-core/extra-budgetary):

- US\$725,000 (2005)
- 74% of total budget
- 100% raised through earmarked trust funds

Sources of funds:

- 100% Government

60% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

30% of total resources on normative/analytical activities

10% of total resources spent at the regional level on operational/implementation activities (100% of that spent on staff/consultants costs)

0% of total resources spent at the country-level on operational/implementation activities

Programme

Programming/budgetary cycles (timing and duration): *tri-yearly (e.g. 2006-2008)*

Main financial mechanism: *Voluntary contributions by Parties and Signatories*

Mechanisms for country-level implementation: *Through UN, Government and NGOs*

| Major collaborative mechanisms/activities: Title | Role |
|--|---------------------|
| <i>Capacity Building Partnership Coordination Meeting</i> | <i>Lead / chair</i> |
| <i>International Pollutant Release and Transfer Registers Coordinating Group</i> | <i>Lead / chair</i> |
| <i>European ECO Forum (NGO umbrella coalition)</i> | <i>Observer</i> |
| <i>Partnership for Principle 10 (Type II Partnership, World Resources Institute)</i> | <i>Observer</i> |
| <i>EcoMundas (UNEP Environmental Information Network)</i> | <i>Observer</i> |
| <i>Green Spider Network (EU Environmental Information Communication Network)</i> | <i>Observer</i> |
| <i>Organization for Economic Cooperation and Development (OECD) PRTR Task Force</i> | <i>Observer</i> |
| <i>Strategic Approach to International Chemicals Management (SAICM)</i> | <i>Observer</i> |
| <i>Access Initiative</i> | <i>Observer</i> |

Convention Secretariat: *Environmental Impact Assessment in a Transboundary Context*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. *Convention on Environmental Impact Assessment in a Transboundary Context*: adopted 25 February 1991/entered into force 10 September 1997
2. *Protocol on Strategic Environmental Assessment*: adopted 21 May 2003/not yet in force

Mission

To protect the environment by giving explicit consideration to environmental factors at an early stage in the decision-making process by applying environmental impact assessment, at all appropriate administrative levels, as a necessary tool to improve the quality of information presented to decision makers so that environmentally sound decisions can be made paying careful attention to minimizing significant adverse impact, particularly in a transboundary context.

| Main functions | Nature of work |
|---|--------------------------------|
| <i>Provides Secretariat functions to the Contracting Parties</i> | <i>Operational</i> |
| <i>Organizes and services meetings of the Contracting Parties every 3 years</i> | <i>Operational</i> |
| <i>Organizes and services meetings of the Working Group and the Bureau</i> | <i>Operational</i> |
| <i>Services meetings of the Implementation Committee</i> | <i>Operational</i> |
| <i>Assists in the development of legal(eg. bilateral agreements) and soft law</i> | <i>Normative</i> |
| <i>Promotes, developes and implements capacity building programmes</i> | <i>Operational, analytical</i> |
| <i>Assists countries in assessing their implementation progress</i> | <i>analytical</i> |
| <i>Manages the Convention Trust Fund/prepares budgets/fund raises/ reports</i> | <i>Operational</i> |

Governance structure

Nature of institutional link to the United Nations: *Convention and Protocol designate UNECE as Secretariat. Open to accession to all UN member States*

Nature of administrative link to the United Nations: *Administered by UNECE*

Governing Body:

| | |
|---|---|
| Name of Body | <i>Meeting of the Parties to the Espoo Convention</i> |
| Number of Parties: | <i>41</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>Every 3 years</i> |

| | |
|---|-------------------------------------|
| Name of Body | <i>Working Group on EIA</i> |
| Number of Parties: | <i>41</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>annual</i> |

| | |
|---|---|
| Name of Body | <i>Bureau of the Meeting of the Parties</i> |
| Number of Parties: | <i>8</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>3 per year</i> |

| | |
|---|-------------------------------------|
| Name of Body | <i>Implementation Committee</i> |
| Number of Parties: | <i>8</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>3 per year</i> |

Subsidiary bodies (including technical bodies): 3

- Total number of meetings per year: 8

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 25

Reporting

Number of national reports required of Parties per year: *1 every 3 years*

Offices

Secretariat location: *Geneva*

Regional/Sub-regional/National presence (type and location):

Staff (including secondments)

- Total: 2,5
- 80% professional and 20% general service
- Average number of consultant days per year: 15

Budgetary resources

Core resources:

- US\$213,000.-(2005)
- 75% of total budget
- 100% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$127,000.-(2005)
- 25% of total budget
- 100% raised through earmarked trust funds

Sources of funds:

- 100% Government

50% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

20% of total resources on normative/analytical activities

25% of total resources spent at the regional level on operational/implementation activities (100% of that spent on staff/consultants costs)

5% of total resources spent at the country-level on operational/implementation activities (100% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *every 3 years*

Main financial mechanism: *voluntary contributions by Parties and Signatories*

Mechanisms for country-level implementation: *Through UN, governments and NGOs*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|-----------------|
| <i>UNEP Group on Caspian Sea Protocol</i> | <i>Observer</i> |
| <i>UNEP/REC Group on Integrated Assessment</i> | <i>Observer</i> |

Convention Secretariat: *Convention on the Transboundary Effects of Industrial Accidents*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. *Convention on the Transboundary Effects of Industrial Accidents*: adopted 17 March 1992/entered into force 19 April 2000
2. *Protocol on Civil Liability and Compensation for Damage Caused by the Transboundary Effects of Industrial Accidents on Transboundary Waters*: adopted 21 May 2003/not yet in force

Mission

To protect human beings and the environment against industrial accidents by preventing them as far as possible, by reducing their frequency and severity and by mitigating their effects. To promote active international cooperation between the contracting Parties, before, during and after an industrial accident. To assist Parties to prevent industrial accidents that can have transboundary effects, to prepare for them and to respond to them. To encourage its Parties to help each other in the event of such an accident, to cooperate on research and development, and to share information and technology.

| Main functions | Nature of work |
|--|-------------------------------|
| <i>Provides secretarial functions to the contracting Parties</i> | <i>operational</i> |
| <i>Organizes and services meetings of the Conference of the Parties</i> | <i>operational</i> |
| <i>Organizes and services meetings of the Bureau and other subsidiary bodies</i> | <i>operational</i> |
| <i>Supports the implementation of the Convention</i> | <i>analytical/operational</i> |
| <i>Manages the implementation of an assistance programme for EECCA/SEE</i> | <i>operational</i> |
| <i>Participates in drawing up guidelines/good practices</i> | <i>normative</i> |
| <i>Manages the Convention's trust fund/prepares budgets/fund raises</i> | <i>operational</i> |
| <i>Performs diplomatic, political and public relations role</i> | <i>operational</i> |
| <i>Acts as UNECE focal point on technical disasters</i> | <i>operational</i> |

Governance structure

Nature of institutional link to the United Nations: *Convention designates UNECE as secretariat*

Nature of administrative link to the United Nations: *Administered by UNECE*

Governing Body:

| | |
|---|-------------------------------------|
| Name of Body | <i>Conference of the Parties</i> |
| Number of Parties: | <i>34</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>annual/biennial</i> |

Subsidiary bodies (including technical bodies): 5

- Total number of meetings per year: 7

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 15-17

Reporting

Number of national reports required of Parties per year: 1

Offices

Secretariat location: *Geneva*

Regional/Sub-regional/National presence (type and location):

Staff (including secondments)

- Total: 2.5
 - 80% professional and 20% general service
 - Average number of consultant days per year: 15
-

Budgetary resources

Core resources:

- US\$200,000 (2005)
- 60% of total budget
- 100% of core coming from UN regular budget

Supplementary (non-core/extra-budgetary):

- US\$130,000 (2005)
- 40% of total budget
- 100% raised through earmarked trust funds

Sources of funds:

- 100% Government

20% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

20% of total resources on normative/analytical activities

45% of total resources spent at the regional level on operational/implementation activities (100% of that spent on staff/consultants costs)

15% of total resources spent at the country-level on operational/implementation activities (100% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *biennial*

Main financial mechanism: *UN*

Mechanisms for country-level implementation: *through government*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|-----------------|
| <i>EU Committee of Competent Authorities for the "Seveso II" Directive</i> | <i>Observer</i> |
| <i>OECD Working Group on Chemical Accidents</i> | <i>Observer</i> |
| <i>MoU with the Joint UNEP/OCHA Environment Unit</i> | <i>Member</i> |

Convention Secretariat: *Convention on the Protection and Use of Transboundary Watercourses and International Lakes*

FACT SHEET

Convention/Protocols/Agreements serviced (including date(s) of adoption and entry into force):

1. *Convention on the Protection and Use of Transboundary Watercourses and International Lakes*: adopted 17 March 1992/entered into force 6 October 1996/amended 28 November 2003/amendments not yet in force
2. *Protocol on Water and Health*: adopted 19 June 1999/entered into force 4 August 2005
3. *Protocol on Civil Liability and Compensation for Damage Caused by the Transboundary Effects of Industrial Accidents on Transboundary Waters*: adopted 21 May 2003/not yet in force

Mission

Under the Water Convention, to provide support to countries in the sustainable management of transboundary waters and related ecosystems by preventing, controlling and reducing pollution, sharing water and its benefit, increasing cooperation and preventing conflicts. Under the Protocol on Water and Health, to support countries to provide safe drinking water and adequate sanitation to all and to reduce the outbreaks of water-related diseases. Under the Civil Liability Protocol, to support countries in the prevention of and compensation for damages to waters caused by industrial accidents.

| Main functions | Nature of work |
|---|--------------------|
| <i>Provide Secretariat functions to Meetings of the Parties and subsidiary bodies</i> | <i>operational</i> |
| <i>Assist in development of soft laws supporting the Convention and its protocols</i> | <i>normative</i> |
| <i>Develop and implement capacity building programmes for countries in transition</i> | <i>operational</i> |
| <i>Develop projects and support their implementation in countries in transition</i> | <i>operational</i> |
| <i>Assist countries in assessing their implementation progress</i> | <i>analytical</i> |
| <i>Establish partnerships with actors in UN, int.org, NGOs and private sector</i> | <i>operational</i> |

Governance structure

Nature of institutional link to the United Nations: *Convention designates UNECE as Secretariat*

Nature of administrative link to the United Nations: *Administered by UNECE*

Governing Body:

| | |
|---|---|
| Name of Body | <i>Meeting of the Parties to the Water Convention</i> |
| Number of Parties: | <i>35</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>Every 3 years</i> |
| Name of Body | <i>Meeting of the Parties Protocol Water & Health</i> |
| Number of Parties: | <i>17</i> |
| Composition of membership (which ministries): | <i>Primarily central ministries</i> |
| Periodicity/frequency of meetings: | <i>Every 3 years</i> |

Subsidiary bodies (including technical bodies): 9

- Total number of meetings per year: *1-2 per body*

Total number of Convention, Protocol(s), Agreement(s) and Subsidiary bodies meeting days per year: 35

Reporting

Number of national reports required of Parties per year: *1-2*

Offices

Secretariat location: *Geneva*

Regional/Sub-regional/National presence (type and location): *Regional*

Staff (including secondments)

- Total: 2.5
- 80% professional and 20% general service
- Average number of consultant days per year: 30

Budgetary resources

Core resources:

- US\$309,000 (2005)
- 77% of total budget
- 100 % of core coming from UN regular budget (if relevant)

Supplementary (non-core/extra-budgetary):

- US\$91,000 (2005)
- 23% of total budget
- 100% raised through earmarked trust funds

Sources of funds:

- 100 % Government

50% of total resources spent on conference arrangements for sessions (including staff travel) of the Convention/Protocol/subsidiary bodies

5% of total resources on normative/analytical activities

40 % of total resources spent at the regional level on operational/implementation activities (4 % of that spent on staff/consultants costs)

5 % of total resources spent at the country-level on operational/implementation activities (0% of that spent on staff/consultants costs)

Programme

Programming/budgetary cycles (timing and duration): *biennial*

Main financial mechanism:

Mechanisms for country-level implementation: *Through UN, Governments and NGOs*

Coordination mechanisms

| Major collaborative mechanisms/activities: Title | Role |
|--|---------------|
| <i>UN-Water</i> | <i>Member</i> |