



MINAMATA
CONVENTION
ON MERCURY

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**Conference of the Parties to the
Minamata Convention on Mercury
Fifth meeting**
Geneva, 30 October–3 November 2023
Item 2 (a) of the provisional agenda*

Organizational matters: adoption of the agenda

**Scenario note and tentative schedule of work for the fifth
meeting of the Conference of the Parties to the Minamata
Convention on Mercury**

Note by the secretariat

I. Introduction

1. The present scenario note, which was prepared in consultation with the President of the Conference of the Parties to the Minamata Convention on Mercury, sets out a proposal for arrangements for the conduct of the fifth meeting of the Conference of the Parties to the Minamata Convention to assist participants in preparing for the meeting.
2. The note is intended to be read together with the tentative schedule of work for the meeting, as agreed to by the Bureau of the fifth meeting of the Conference of the Parties and set out in the annex to the note.

II. Meeting agenda

3. The provisional agenda for the meeting (UNEP/MC/COP.5/1) lists the matters before the Conference of the Parties for consideration.

III. Organization of work

4. The one-week period of the fifth meeting of the Conference of the Parties will comprise five days of sessions, from Monday, 30 October to Friday, 3 November 2023, with provision for regional meetings and a meeting of the Bureau on Sunday, 29 October.
5. From Monday to Friday, the proposed daily schedule for plenary sessions will be two three-hour sessions per day, from 10 a.m. to 1 p.m. and from 3 to 6 p.m. Each morning, except on Monday, 30 October, the Bureau will meet from 8 to 8.45 a.m. to, among other things, agree on the order of business for the day. The secretariat will post the order of business for the day on the intranet site for the meeting. Bureau members are encouraged to facilitate the dissemination of information on the order of business for each day to their regional groups. Interpretation will not be provided for

* UNEP/MC/COP.5/1.

regional group meetings. Sessions of groups established by the Conference of the Parties will not extend beyond 10 p.m.

6. The meeting will be paperless, and pre-session documents will be available on the website for the meeting.¹ In addition, all documents, including in-session documents, will be available on an intranet site created for the meeting. Participants are expected to bring their own laptop computers or other devices to access the documents. Technical support will be available on site.

7. The Conference of the Parties is expected to adopt its decisions at the end of each agenda item. With regard to items not requiring further discussion, the Conference of the Parties will conclude discussion of those items and consider adopting, as applicable, decisions at that time. For items requiring further consideration, the Conference of the Parties will consider draft decisions, as applicable, later during the meeting, or may wish to establish contact groups or other groups to consider those items further and to prepare draft decisions for consideration later during the meeting.

A. Monday, 30 October 2023

1. Morning session

8. In the morning of Monday, 30 October, the President will open the meeting of the Conference of the Parties, invite statements from high level representatives, and call for any regional statements. The Conference of the Parties will then adopt the agenda for the meeting (item 2 (a) of the provisional agenda).

9. There will be an opportunity for statements by representatives speaking on behalf of groups of parties. As agreed by the Bureau, the duration of each statement will be limited to five minutes. Longer statements, as well as national statements and statements by organizations, can be submitted to the secretariat for publication on the intranet site.

10. Following the adoption of the agenda, the Conference of the Parties will then consider organizational matters. The Conference of the Parties will first consider the organization of work of the meeting (item 2 (b) of the provisional agenda) on the basis of the tentative schedule of work and the present scenario note.

11. The secretariat will then introduce item 2 (c) of the provisional agenda, on the election of officers, providing information on all the elections and confirmations expected to take place during the meeting. Regional groups will thus be in a position to consider the distribution of nominations, taking into account the required expertise and other relevant considerations. The names of the nominated candidates selected by each region are to be submitted to the secretariat no later than 1 p.m. on Tuesday, 31 October. The elections and confirmations are expected to take place during the plenary session in the afternoon of Thursday, 2 November.

12. Thereafter, the Conference of the Parties will consider credentials of representatives (item 2 (d) of the provisional agenda). The secretariat will remind parties of the approach agreed to by the Bureau, according to which the Bureau will examine the credentials of representatives attending its meeting and will, in accordance with the schedule of work, report to the Conference of the Parties in the morning of Thursday, 2 November, on the outcome of that examination. Credentials are to be submitted no later than 10 a.m. on Tuesday, 31 October, and the Bureau will monitor progress.

13. Consideration of this item will be followed by the consideration of the rules of procedure for the Conference of the Parties (item 3 of the provisional agenda). The Conference of the Parties may wish to consider outstanding issues on this matter, as deferred during its previous meeting, and may wish to adopt a decision, as appropriate.

14. The Conference of the Parties will then consider outstanding issues related to financial rules (item 4 (l) of the provisional agenda) and may wish to adopt a decision on the matter, as appropriate.

15. The Conference of the Parties will then consider item 4 (b) of the provisional agenda, entitled "Mercury-added products and manufacturing processes in which mercury or mercury compounds are used: amendment to annexes A and B, and consideration of feasibility of mercury-free alternatives for manufacturing processes listed in annex B". The secretariat will introduce matters for the consideration of the Conference of the Parties pursuant to decision MC-4/3, namely the phase-out dates of some mercury-added products, the addition of polyurethane production to part I of annex B to the Convention, and the technical and economic feasibility of mercury-free alternatives for the production

¹ <https://minamataconvention.org/en/meetings/cop5>.

of vinyl chloride monomer and sodium or potassium methylate or ethylate. The secretariat will then introduce the three proposals submitted by Botswana and Burkina Faso, on behalf of the African region, to amend annex A to the Convention. The Conference of the Parties will discuss those matters and may wish to establish a contact group to prepare a draft decision for consideration later during the meeting.

2. Afternoon session

16. In the afternoon of Monday, 30 October, a plenary session will be held to allow the Conference of the Parties to consider item 4 (g) on financial resources and mechanism, and sub-items 4 (g) (i), 4 (g) (ii) and 4 (g) (iii) of the provisional agenda, on the Global Environment Facility, the Specific International Programme to Support Capacity-Building and Technical Assistance, and the review of the financial mechanism, respectively. The secretariat will provide an overview of the documents prepared for this item, and the secretariat of the Global Environment Facility will introduce its report to the Conference of the Parties (UNEP/MC/COP.5/INF/14). The secretariat will present the documents prepared with respect to the review of the financial mechanism (UNEP/MC/COP.5/12 and UNEP/MC/COP.5/INF/17). A co-chair of the Governing Board of the Specific International Programme will be invited to make a statement on behalf of the Governing Board. Following the discussion, the Conference of the Parties may then wish to adopt a decision on the review of the financial mechanism, as appropriate.

17. The Conference of the Parties will then consider item 4 (h) on capacity-building, technical assistance and technology transfer. The Conference of the Parties will conclude its consideration of the item and may adopt a decision, as appropriate.

18. The Conference of the Parties will then discuss item 4 (c) of the provisional agenda, on artisanal and small-scale gold mining, and may wish to adopt a decision on the matter, as appropriate.

B. Tuesday, 31 October 2023

1. Morning session

19. In the morning of Tuesday, 31 October, the Conference of the Parties will hold a plenary session to consider the report of the contact group established on the first day and then move to items 4 (i) and 4 (j) of the provisional agenda, on the Implementation and Compliance Committee and national reporting. Given the linkages between these two items the Conference of the Parties will consider them jointly. The secretariat will first introduce documents related to national reports under article 21, then the chair of the Implementation and Compliance Committee will present the report of the work of the Committee to the Conference of the Parties, including recommendations. The Conference of the Parties will conclude its consideration of both matters and may adopt a decision, as appropriate.

20. The Conference of the Parties will then consider mercury supply sources and trade (item 4 (a) of the provisional agenda) and may wish to adopt a decision on the matter, as appropriate.

21. The discussion will then focus on the programme of work and budget of the Convention (item 6 of the provisional agenda). Following the introduction of a proposed budget for the biennium 2024–2025, the Conference of the Parties may wish to establish a contact group to consider the budget of the Convention and to prepare a draft decision on the programme of work and budget for consideration later during the meeting.

2. Afternoon session

22. In the afternoon of Tuesday, 31 October, the Conference of the Parties will discuss item 4 (d) of the provisional agenda, on emissions of mercury, and may adopt a decision on the matter, as appropriate. The Conference of the Parties will then move on to item 4 (e) of the provisional agenda, on releases of mercury, and may adopt a decision on the matter, as appropriate.

23. Thereafter, the Conferences of the Parties will discuss, under item 4 (f) of the provisional agenda, thresholds for mercury wastes falling under sub-category 2 (c) of article 11 of the Convention and a draft guidance document on test methods to be used for the tier-2 thresholds for tailings from mining other than primary mercury mining (UNEP/MC/COP.5/INF/13), following which the Conference of the Parties may wish to establish a contact group to consider mercury waste thresholds and to prepare a draft decision for consideration later during the meeting.

24. The Conference of the Parties will then discuss item 4 (k) of the provisional agenda, on effectiveness evaluation, and may adopt a decision on the matter, as appropriate.

C. Wednesday, 1 November 2023

1. Morning session

25. In the morning of Wednesday, 1 November, the Conference of the Parties will consider reports and any outcomes of groups.

26. The Conference of the Parties will then consider the remaining issues under the item on matters for consideration or action by the Conference of the Parties (item 4 of the provisional agenda), namely gender (item 4 (m) of the provisional agenda); knowledge management (item 4 (n) of the provisional agenda); and mercury and the Kunming-Montreal Global Biodiversity Framework (item 4 (o) of the provisional agenda), and may adopt decisions on these matters, as appropriate.

27. Thereafter, the Conferences of the Parties will consider the item on international cooperation and coordination (item 5 of the provisional agenda) covering cooperation and coordination with the secretariat of the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal, the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade and the Stockholm Convention on Persistent Organic Pollutants, and may wish to adopt a decision on the matter, as appropriate. The Conference of the Parties will also continue consider cooperation and coordination with other organizations. The President will invite representatives of the United Nations Environment Programme, the World Health Organization and the International Labour Organization to report on their work, followed by representatives of other organizations. The Conference of the Parties may wish to adopt a decision on the matter, as appropriate.

2. Afternoon session

28. In the afternoon of Wednesday, 1 November, the Conference of the Parties is expected to resume consideration of any matters under item 4 of the provisional agenda which still require discussion or action by the Conference of the Parties in a plenary session.

D. Thursday, 2 November 2023

1. Morning session

29. In the morning of Thursday, 2 November, a plenary session will be held to allow the Conference of the Parties to consider outcomes of the work of groups, to adopt the report on credentials, to proceed with all elections, and to adopt decisions.

30. Thereafter, the Conference of the Parties is expected to resume consideration of item 4 of the provisional agenda, on matters for consideration and action by the Conference of the Parties, with a view to agreeing on a way forward.

2. Afternoon session

31. During the afternoon session on Thursday, 2 November, the Conference of the Parties will consider any outstanding issues and adopt any remaining decisions.

E. Friday, 3 November 2023

1. Morning session

32. In the morning of Friday, 3 November, a plenary session will be held to allow the Conference of the Parties to consider any remaining outcomes of groups and adopt any remaining decisions.

33. The Conference of the Parties will then consider the adoption of a decision on the programme of work and budget of the Convention, under item 6 of the provisional agenda.

34. That will be followed by consideration of the venue and dates of the sixth meeting of the Conference of the Parties (item 7 of the provisional agenda) and other matters of relevance to the Conference of the Parties (item 8 of the provisional agenda), including the admission of observers.

2. Afternoon session

35. In the afternoon of Friday, 3 November, the Conference of the Parties will adopt the report of the meeting (item 9 of the provisional agenda).
36. The meeting of the Conference of the Parties will then be closed.

Annex

Fifth meeting of the Conference of the Parties to the Minamata Convention: tentative schedule of work

The present annex includes a tentative schedule for the fifth meeting of the Conference of the Parties to the Minamata Convention on Mercury.

The proposed schedule is designed to ensure that no more than one group at a time meets in parallel with a plenary session, that a maximum of two groups convene in parallel when there is no plenary session, and that draft decisions are finalized in time for the group on the programme of work and budget to consider them.

The contact groups that may be established during the fifth meeting of the Conference of the Parties have been tentatively identified as follows:

- Group on the programme of work and budget;
- Group on amendment to annexes A and B to the Minamata Convention;
- Group on mercury waste thresholds.

Groups may also be established for other items on the agenda of the meeting.

Decisions concerning the number and nature of the groups set up and the organization of their work will be made by the Conference of the Parties, based on proposals made by the President of the Conference of the Parties, in consultation with the Bureau throughout the meeting, as progress is made on each issue.

Tentative schedule of work for the fifth meeting of the Conference of the Parties to the Minamata Convention on Mercury

| | <i>Monday, 30 October 2023</i> | <i>Tuesday, 31 October 2023</i> | <i>Wednesday, 1 November 2023</i> | <i>Thursday, 2 November 2023</i> | <i>Friday, 3 November 2023</i> |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| 10 a.m.– 1 p.m. | Item 1: Opening of the meeting | <i>Reports of contact groups</i> | <i>Consideration of outcomes and reports of contact groups</i> | <i>Consideration of outcomes, adoption of report on credentials and adoption of decisions</i> | <i>Consideration of remaining outcomes and adoption of remaining decisions</i> |
| Morning session | Item 2: Organizational matters | Item 4: Matters for consideration or action by the Conference of the Parties | Item 4: Matters for consideration or action by the Conference of the Parties | Item 4: Matters for consideration or action by the Conference of the Parties (cont.) | Item 6: Programme of work and budget (cont.) |
| | (a) Adoption of the agenda | (j) National reporting | (m) Gender | | Adoption of the budget decision |
| | (b) Organization of work | (i) Implementation and Compliance Committee | (n) Knowledge management | | |
| | (c) Election of officers for the intersessional period and the sixth meeting of the Conference of the Parties | (a) Mercury supply sources and trade | (o) Mercury and Kunming-Montreal Global Biodiversity Framework | | Item 7: Venue and dates of the sixth meeting of the Conference of the Parties |
| | (d) Report on the credentials of representatives to the fifth meeting of the Conference of the Parties | Item 6: Programme of work and budget | Item 5: International cooperation and coordination | | Item 8: Other matters |
| | Item 3: Rules of procedure for the Conference of the Parties: consideration of rule 45 | | | | |
| | Item 4: Matters for consideration or action by the Conference of the Parties | | | | |
| | (l) Financial rules | | | | |
| | Item 4: Matters for consideration or action by the Conference of the Parties | | | | |
| | (b) Mercury-added products and manufacturing processes in which mercury or mercury compounds are used: amendment to annexes A and B, and consideration of the feasibility of mercury-free alternatives for manufacturing processes listed in annex B | | | | |

| | <i>Monday, 30 October 2023</i> | <i>Tuesday, 31 October 2023</i> | <i>Wednesday, 1 November 2023</i> | <i>Thursday, 2 November 2023</i> | <i>Friday, 3 November 2023</i> |
|--------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|----------------------------------------------------------------------|------------------------------------------------------|
| 1–3 p.m. | Break | Break | Break | Break | Break |
| 3–6 p.m. | Item 4: Matters for consideration or action by the Conference of the Parties | Item 4: Matters for consideration or action by the Conference of the Parties | <i>Consideration of outcomes</i> | <i>Consideration of outcomes and adoption of remaining decisions</i> | Item 9: Adoption of the report of the meeting |
| Afternoon session | <ul style="list-style-type: none"> (g) Financial resources and mechanism <ul style="list-style-type: none"> (i) Global Environment Facility (ii) Specific International Programme to Support Capacity-Building and Technical Assistance (iii) Review of the financial mechanism (h) Capacity-building, technical assistance and technology transfer (c) Artisanal and small-scale gold mining | <ul style="list-style-type: none"> (d) Emissions of mercury (e) Releases of mercury (f) Mercury waste: consideration of the relevant thresholds (k) Effectiveness evaluation | Item 4: Matters for consideration or action by the Conference of the Parties (cont.) | | Item 10: Closure of the meeting |