



## SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME

Fifth Meeting of the Conference of the Parties to the Convention to Ban the Importation into Forum Island Countries of Hazardous and Radioactive Wastes and to Control the Transboundary Movement and the Management of Hazardous Wastes within the South Pacific Region (Waigani Convention)

Madang, Papua New Guinea  
3 September 2010

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### Agenda Item 2: Organisation of the Meeting

#### Purpose

1. To explain the procedure for the conduct of the Meeting and to elect officers.

#### Background

2. The Rules of Procedure of the Waigani Convention apply. Copies may be obtained from <http://www.sprep.org/legal/regional.htm>.
3. Rule 18 of the Rules of Procedures states that at the commencement of the first session of each ordinary meeting, a Chairperson, a Vice Chairperson and a Rapporteur are to be elected from among the representatives of the Parties by a simple majority vote. These officers will constitute the bureau of the conference. The rapporteur function has traditionally been provided by the Secretariat.
4. There are 13 Parties to the Convention: Australia, Cook Islands, Federated States of Micronesia, Fiji, Kiribati, New Zealand, Niue, Papua New Guinea, Solomon Islands, Tonga, Tuvalu, Samoa and Vanuatu.

#### Previous Chairs and Vice-Chairs:

Meeting	Chair	Vice-Chair
1 <sup>st</sup> Meeting of the Conference of the Parties 2002	New Zealand	Samoa
2 <sup>nd</sup> Meeting of the Conference of the Parties 2004	Tonga	Niue
3 <sup>rd</sup> Meeting of the Conference of the Parties 2006	Niue	Kiribati
4 <sup>th</sup> Meeting of the Conference of the Parties 2008	Papua New Guinea	Tonga

5. English is the working language of the meeting and the working documents are in English. The Meeting will be conducted in plenary but Working Groups may be established as needed to consider specific issues.

#### Recommendation

6. The Parties are invited to:
  - **elect** a Chairperson, Vice-Chairperson and Rapporteur.



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### Agenda Item 3: Adoption of Agenda

- Agenda Item 1:** Opening of the Meeting
- Agenda Item 2:** Organisation of the Meeting  
 Rules of Procedure  
 Election of Officers  
 Organisation of Work
- Agenda Item 3:** Adoption of the agenda
- Agenda Item 4:** Presentation of Reports by the Secretariat of work undertaken  
 4.1 STAC3  
 4.2 SCPRC2
- Agenda Item 5:** Competent Authorities and Focal Points  
 5.1 Competent Authorities and Focal Points
- Agenda Item 6:** Reporting and Transmission of Information and Illegal Traffic
- Agenda Item 7:** Financial statements for 2008 and 2009  
 7.1 Director's statement  
 7.2 Auditor's report 2008  
 7.3 Income & Expenditure 2008  
 7.4 Auditor's report 2009  
 7.5 Income & Expenditure 2009
- Agenda Item 8:** Consideration and adoption of core budget for the biennium 2011-2012  
 8.1 Core Budget  
 8.2 Status of Contributions
- Agenda Item 9:** Consideration and adoption of the Business Plan for the PRC
- Agenda Item 10:** Other business
- Agenda Item 11:** Date and venue of the next Meeting
- Agenda Item 12:** Adoption of the Meeting Record
- Agenda Item 13:** Closure of the Meeting
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3 September 2010

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### **Agenda Item 4: Presentation of Report by the Secretariat of work undertaken since the Third Meeting of the Conference of the Parties**

#### **Purpose**

1. To present for noting by the Meeting the Report of work undertaken by the Secretariat since the Fourth Meeting of the Conference of the Parties, 2008 as reflected in:
  - (i) the Report of the Third Meeting of the Scientific and Technical Advisory Committee (STAC3) and
  - (ii) the Report of the Second Meeting of the Steering Committee of the Pacific Regional Center for Training and Technology Transfer for the joint implementation of the Basel and Waigani Conventions (SCPRC2).
2. To present for consideration and endorsement by the Meeting the STAC3 Report.
3. To present for consideration and endorsement by the Meeting the SCPRC2 Report.

#### **Background**

##### Third Meeting of the Scientific and Technical Advisory Committee (STAC3)

4. At its first meeting, the Conference of Parties to the Waigani Convention (COP1) decided to establish a Scientific and Technical Advisory Committee (STAC) to meet as necessary subject to available resources.
5. At COP2, the Conference considered and approved the Terms of Reference for the STAC.
6. The first meeting of the STAC was held in 2004, the second in 2008 and the third in July 2010. The third meeting was inquorate and its report is presented for consideration and ratification by the Meeting.

Second Meeting of the Steering Committee of the Pacific Regional Center (SCPRC2)

7. The Pacific Regional Centre was established by way of a Memorandum of Understanding (MOU) in 2003 between the Secretariats of the Waigani and Basel Conventions on behalf of their respective Parties.

8. Article VII of the MOU provides for the establishment of a Steering Committee to advise on the development and implementation of the activities of the Centre and to enhance national support to its work form countries served by the Centre.

9. The first meeting of the SCPRC was held in 2008 and the second in 2010. The second meeting was inquorate and its report is presented for consideration and ratification by the Meeting.

**Recommendation**

10. The Meeting is invited:

- to **note** the work undertaken since the Fourth Meeting of the Conference of the Parties.
  - to **consider** and **ratify** the STAC3 Report (WP.4.1).
  - to **consider** and **ratify** the SCPRC2 Report (WP.4.2).
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## SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME

Third Meeting of the Scientific and Technical Advisory Committee (STAC 3) of the Convention to Ban the Importation into Forum Islands Countries of Hazardous and Radioactive Wastes and to Control the Transboundary Movement of Hazardous Wastes and the Management of Hazardous Wastes within the South Pacific Region (Waigani Convention)

Apia, Samoa  
14 July 2010

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### **AGENDA ITEM 1: Official Opening**

1. The Third Meeting of the Scientific and Technical Advisory Committee (STAC 3) of the Convention to Ban the Importation into Forum Island Countries of Hazardous and Radioactive Wastes and to Control the Transboundary Movement and Management of Hazardous Wastes within the South Pacific Region (Waigani Convention) met in Apia, Samoa on 14 July 2010.

2. The Meeting was attended by the representatives of the following Parties: Cook Islands, Papua New Guinea, Samoa, Tonga, and Vanuatu. A list of participants is attached as Annex 1.

3. The Officer in Charge of SPREP, Mr Stuart Chape welcomed the delegates of the intercessional meetings of the Waigani Convention to the SPREP Headquarters. He acknowledged that there had been a reduction in the work done in the year following Dr Frank Griffin's departure. He took the opportunity to introduce the new Pollution Prevention and Waste Management Adviser, Dr David Haynes to the member countries. He reminded the participants of the important advisory role in the work of the Waigani Convention and how the STAC is relied upon to provide sound guidance to the Conference of the Parties on the many different types of hazardous waste to which the Pacific island people are being exposed.

4. Given the difficulties faced by the Secretariat in securing funding, he urged the Parties to utilize funding opportunities available to them at the bilateral and global levels, with assistance from the Secretariat where needed. He also reaffirmed the important role that the Steering Committee of the Pacific Regional Centre played and mentioned the interest shown by the Tsinghua University in China of having the Pacific Regional Centre under its auspices along with the two other Regional Centres in Asia (Indonesia and Iran). He urged the Parties to consider the benefits and costs of such a proposal. Mr Chape reiterated the concern over availability of funds to implement work required by Parties and again encouraged them to access funding opportunities available directly to them and offered the assistance of the Secretariat as with recent years, to assist countries access

those funding opportunities. Mr Chape wished the participants well on their endeavours over the next two days and then declared the Meeting open. His speech is at Annex 2.

## **AGENDA ITEM 2: Organisational Matters**

5. The Secretariat in recognizing that there was no quorum sought the consent of the Meeting to proceed on an informal basis, given that the report could provide advice at the next COP meeting scheduled for September 2010 in Papua New Guinea (PNG).

6. The representative of PNG as the outgoing Chair welcomed the Parties and thanked the Secretariat for the work they had done and looked forward to hearing updates from the Secretariat and the Parties.

### **(a) Rules of Procedure**

7. The Rules of Procedure for the meeting of the Conference of the Parties to the Waigani Convention adopted at the First Conference of the Parties (COP1) apply *mutatis mutandis* to any subsidiary bodies to the Conference of the Parties (Rule 1) [refer to STAC3.WP.2].

8. The Secretariat drew the attention of the Meeting to the Rules of Procedure (Rule 22.3) on the selection of the Chair and pointed to the decision of COP1 that authorized the STAC to elect its own Chairperson and called for nominations. The rules dictate that there should be three officers elected by the Meeting:- Chair, Vice Chair and Rapporteur.

9. The Secretariat articulated that the Rapporteur's job at the COP would require her/him to affirm the integrity of the report as written and endorsed at the STAC 3.

### **(b) Organisation of work**

10. English was the working language of the meeting and working documents were available only in English. The Secretariat tabled the agenda and reminded the meeting that the STAC is the technical advisory group that makes recommendations which are forwarded to the COP for a decision.

11. A draft summary report would be prepared by the Secretariat for the approval of the Rapporteur and subsequent endorsement by the Meeting. The Committee also approved its working hours and programme of work.

### **(c) Election of Officers**

12. Cook Islands was duly elected Chair with Vanuatu as Vice Chair, whilst the Rapporteur elected was Tonga.

13. The Chair thanked the Secretariat and the Parties for electing him as the Chair and looked forward to discussing the issues at the Meeting as efficiently as possible.

### **AGENDA ITEM 3: Adoption of the Agenda**

14. The representative of PNG seconded by Vanuatu, moved to pass the agenda as presented. The proposed agenda adopted by the Meeting is attached as Annex 3 of the report.

### **AGENDA ITEM 4: Report on Work Done**

15. The Secretariat introduced STAC3WP.04/Att.1 (Status of Work Done Since STAC 2); Att.2 (Report of Work Done Since COP4); Att.3 (Progress Regarding Activities Planned under the Pacific Regional Centre Business Plan 2009-2010) and Att.4 (Progress Regarding Waigani Convention Work Programme & Budget 2009-2010).

16. The Secretariat in presenting the update informed the Parties that it could not implement much of the work given the difficulty it had in securing resources from donors. The Secretariat could provide technical assistance but the Parties need to take advantage of bilateral and global funding opportunities available to them. The Meeting was invited to note the reports of the Secretariat and to provide feedback where necessary.

17. The Secretariat in its update on SPREP being nominated as a possible Stockholm Convention Regional Centre advised that it did not meet the majority of the eligibility criteria and would not be considered in this role.

18. A question was posed on whether the Regional Centre could be operated as a partnership with another institution like USP. The Secretariat responded that it was possible but the management and administration of such a partnership needed to be put to the Parties as well as to the COP for approval and endorsement.

19. The Secretariat further commented on the issue of illegal trafficking of used oil actually occurring and wondered if countries had recorded and reported any of this. The representative of Cook Islands stated that they had transported hazardous waste from Cook Islands to Fiji but have not made any reports to the Secretariat. The Secretariat reminded Parties that if they did not submit any reports, then it could not assume the occurrence of illegal trafficking.

20. The representative of PNG queried that perhaps the reason why there were no reports was because the Parties needed technical assistance to prepare reports. The Secretariat responded that all Parties had received training but the question is whether the countries had created a streamlined database of information at the country level to assist in fulfilling their reporting obligations. It reminded the Parties that this type of work requires collaborative efforts between Environment Departments, Customs Departments, Quarantine and others.



21. The Secretariat had recognised that there was a need for technical assistance to fill in the forms hence their assistance to Samoa and Kiribati in 2008. But as reported in the STAC3.WP04.Att1, the official reports from the two countries were not received by the Secretariat. The Secretariat reminded Parties that the onus was on them to ensure proper information is collected and submitted in order for the Secretariat to assist where necessary.

22. The Secretariat in presenting the STAC3.WP04.Att2 reminded the Parties that under SAICM, Parties can access significant funding (over US\$500,000) to assist them better manage their activities and as well, may help fund the technical assistance for reporting purposes as raised by the representative of PNG. The Secretariat stressed that the global financial crisis meant that the implementation of its work programme would be challenging. The Parties on the other hand stood a better chance of accessing funding on a bilateral or multilateral level, and the Secretariat can then provide the technical assistance required by Parties.

23. The representative of PNG asked for clarification on whether the Stockholm Convention needed the NIPs to be approved by the respective governments before resources could be allocated. The Secretariat responded that it only required a letter from the Party (ie: government) stating the NIP was in advanced form and advised that the Stockholm Convention will eventually require Parties to have progressed from 'advanced form' to a fully government endorsed NIP.

24. The representative of Tonga asked for clarification as to why Reporting was mentioned in both Att.1 and Att.2. The Secretariat advised that they were the same but were mentioned separately because they had been discussed in two different meetings. She also enquired if Parties were required to provide annual reports similar to CBDs and Climate Change Conventions. The Secretariat responded that annual reporting was an obligation under the Waigani Convention.

25. In presenting STAC3.WP04.Att.3 the Secretariat informed the Parties of the legislative work undertaken as a result of a concern on countries' reporting abilities given the many different Conventions. Legislation was drafted for Tonga but the law had yet to be passed. A similar exercise was undertaken in Samoa with one of the purposes being to make it easier for Samoa to report back to the various Convention Secretariats.

26. The Secretariat in presenting STAC3.WP04.Att.4 again stressed that the lack of reporting from the national level hampered the implementation of some activities in the work programme and budget for 2009-2010.

27. The Chair thanked the Secretariat for the updates and the Meeting noted the reports of the Secretariat with appreciation.

## **AGENDA ITEM 5: Competent Authorities and Focal Points**

28. The Secretariat drew the attention of the Meeting to STAC3.WP.05 Att.1 and requested the Meeting to review the list and if there were changes, to inform the Secretariat in accordance with agreed procedures.

29. The representative of Tonga asked for clarification on whether it was the position or name of the person that mattered. The Secretariat confirmed that it was best to stay with the position as names tend to change. It also reminded the Meeting of the importance of keeping the list updated as when it comes to transboundary movement or trafficking of hazardous waste, each Party needed up to date addresses for correspondence purposes.

30. The list was revised accordingly and is attached as Annex 4.

## **AGENDA ITEM 6: Reporting and Transmission of Information**

31. In introducing STAC3.WP06, the Secretariat recalled that the COP2 had adopted Draft *Reporting and Transmission of Information* forms to be filled out annually by Parties and that the Parties were requested to meet their reporting obligations under the *Waigani* Convention beginning from the 2004 calendar year using the forms adopted. The Secretariat advised the Meeting of the information available on the SPREP <http://www.sprep.org/legal/regional.htm> website. Under an understanding with the Basel Convention Secretariat, the reporting information provided, whether under the Basel or the *Waigani* Convention would be acceptable to either Secretariat.

32. The Secretariat pointed to the COP4 report which includes a form filled in by Australia and suggested other Parties refer to it as a guide. It also pointed to a report by Cook Islands to the *Noumea* Convention that has elements relevant to the *Waigani* Convention as another guide for Parties to follow.

33. The Secretariat further informed the Meeting that all the information available on the website was also put on CDs and passed to participants of the STAC2 for easier dissemination. Noting the difficulties faced by countries in filling out the forms, the Secretariat again offered their assistance in training Parties on how to go about completing them.

34. Samoa advised that the problem they face is the high staff turnover and lack of proper record keeping. Forms that had been filled in 2004 with the assistance of the Secretariat are no longer available. The Secretariat advised that it is the Parties' responsibility to build and maintain knowledge management systems in order to have this type of information available for future use. The Secretariat will also keep the information supplied by Parties for future reference and access.

35. The Secretariat indicated the importance of ensuring that the transfer of used oil was undertaken using the Waigani Convention process. It referred to cases where used oil was being transferred between PICs without following proper Waigani Convention processes. For example, the bill of lading was not accompanied by Waigani Convention movement forms. The Secretariat acknowledged that the Waigani Convention has only been around less than a decade and therefore still has teething problems so at every opportunity, the Parties need to look at lessons learnt through other Conventions in order to improve on the Waigani Convention and its requirements.

36. The representative of Vanuatu asked whether the receiving country was required to acknowledge receipt of the waste. The Secretariat confirmed the need for chain of custody for all shipment of hazardous waste.

37. The Secretariat reminded the Parties that they have until 31 December 2010 to report back on 2009 activities.

#### **AGENDA ITEM 7: Illegal Traffic**

38. In introducing STAC3.WP.07, the Secretariat stated that it had not been formally informed of any instances of illegal traffic and invited the Meeting to share with the Secretariat and other Parties their experiences with any instances of illegal traffic to enable the Secretariat to fulfill its obligations under Articles 9.6 and 14(j) of the Waigani Convention.

39. The representative of PNG asked for clarification on whether they needed an internal system similar to the Waigani to be applied when moving hazardous waste within their own islands and states. The Secretariat advised that FSM and Samoa had existing internal/national system in place but it was not the same as the Waigani Convention forms.

40. No Party in attendance had any instances of illegal traffic to report.

#### **AGENDA ITEM 8: Work Programme & Budget**

41. STAC3WP.08 drew the attention of the Meeting to the difficulty faced by the Secretariat in implementing the Work Programme & Budget 2009-2010 due to inability to secure full funding for activities. The Secretariat informed the Meeting that with Parties having better access to funding opportunities, that it had reduced budget figures in several categories so that the Secretariat only had to provide assistance to Parties to either secure funding for their own countries, or to carry out specific activities for which funding had been secured.

42. The representative of PNG asked if the work programme was in line with PNG NIP to which the Secretariat responded in the affirmative. Discussion centred on SAICM and countries were informed that this funding window closes in 2013 and if countries wanted to access this funding opportunity, to do so as early as possible.

43. The representative of Vanuatu sought clarification on which 5 countries were targeted for training under Outputs 3 & 4. The Secretariat responded that this was based on country requests. It also stressed the importance of national trainings and workshops as opposed to regional ones given the high staff turnover in-country and having these locally accessible trainings were more feasible than the regional trainings/workshops.

44. The representative of PNG asked if Outputs 3 & 4 could be combined to which the Secretariat responded that Output 3 was on training whilst Output 4 was actually on the implementation of activities outlined. It confirmed though that the implementation of both Outputs could be combined and conducted during a country visit with all stakeholders.

45. The Secretariat advised that some countries undertake a cost-benefit analysis of joining the Waigani Convention. It also reminded Parties that upon return, to check if they had outstanding fees. Samoa asked if the US\$1,000 fee was annual to which the Secretariat responded it was biennial.

46. The representative of PNG asked that if countries could engage bilaterally regarding funding and assistance, what then would be the role of the Secretariat. The Secretariat responded that if any one country engaged on the bilateral level and had the internal capacity and expertise to undertake all of the technical work required, then they could do so without having to involve the Secretariat. But there were other Parties that did not have the in-country expertise nor capacity to undertake such work who can then call upon the Secretariat for technical assistance.

47. The representative of Samoa requested the Secretariat to simplify the reporting forms in order to make reporting easier for Parties. The Secretariat acknowledged that this request was also made in STAC2 and touched on the synergies between the 3 global chemical conventions. The Secretariat is still awaiting the outcomes of the global synergies work. The Parties will have to cope with the existing reporting format until such simplified, harmonized reporting structure has been established.

48. The Secretariat commented on the link between chemical convention and the response side of the OPRC-HNS Protocol. It informed the meeting that there will be a regional workshop in PNG sometime October 2010 that will look at the OPRC-HNS Protocol and how members can become Parties of this Convention. There is no response plan for chemicals and hazardous waste and it was suggested that this could be drawn up by STAC and then put to the COP for consideration.

49. The Meeting endorsed the Work Programme & Budget 2011-2012 with a few changes and is attached as Annex 5.

**AGENDA ITEM 9: Other Matters**

50. No other matters were posed at the Meeting.

**AGENDA ITEM 10: Date and Venue of next Meeting**

51. The Meeting agreed to hold the next STAC Meeting in 2012 before the next COP meeting and the venue will be Apia, Samoa. The exact date of the Meeting will be worked out by the Secretariat and Parties would be informed accordingly.

**AGENDA ITEM 11: Adoption of the Meeting Record**

52. Samoa, seconded by PNG moved for the record of the meeting to be adopted. The Meeting adopted the record of the meeting.

**AGENDA ITEM 12: Closure of Meeting**

53. In closing, the Secretariat hoped that Parties could attend the COP5 in Madang, PNG in September 2010 where this report would be presented. The Chair thanked the participants and Secretariat for their constructive comments and input into the work making the meeting a success.

54. The representative of Vanuatu closed the meeting with a prayer.

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## ANNEX 1: PARTICIPANTS LIST

1. Vavia Tangatataia  
Manager – Compliance & Advisory  
Division  
National Environment Service  
P.O. Box 371  
Avarua, Rarotonga  
Cook Islands  
Ph: (682) 21256  
Fax: (682) 22256  
Email: [yavia@environment.org.ck](mailto:yavia@environment.org.ck)
  
2. Mr Gunther Joku  
Deputy Director  
Department of Environment &  
Conservation  
PO Box 6601  
Boroko, NCD  
PNG  
Phone: +675 325 0180  
Fax: +675 325 0182  
Email: [gjoku@dec.gov.pg](mailto:gjoku@dec.gov.pg)
  
3. Ms Katenia Rasch  
Senior Chemicals & Hazardous Waste  
Management Officer  
Ministry of Natural Resources and  
Environment  
Private Mail Bag  
Apia, SAMOA  
Phone: 685 22267  
Fax: 685 23176  
[katenia.rasch@mnre.gov.ws](mailto:katenia.rasch@mnre.gov.ws) OR  
[rasch.katenia@gmail.com](mailto:rasch.katenia@gmail.com)
  
4. Ms Tupeope Samani  
Senior Conservation Officer  
Ministry of Environment & Climate  
Change  
P.O. Box 917  
Nuku'alofa, Tonga  
Phone: +676 25050  
Fax: +676 25051  
[tupe\\_samani@hotmail.com](mailto:tupe_samani@hotmail.com)

5. Mr. Michel Leodoro  
Waste Management and Pollution  
Control Officer  
Department of Environment and  
Conservation.  
Private Mail Bag 9063  
Port Vila  
Vanuatu  
Phone: +678 25302  
Fax: +678 23565  
Email: [m\\_leodoro@yahoo.com](mailto:m_leodoro@yahoo.com)

## SECRETARIAT

- Clark Peteru  
Legal Adviser [clarkp@sprep.org](mailto:clarkp@sprep.org)
- David Haynes  
Pollution Prevention and Waste  
Management Adviser [davidh@sprep.org](mailto:davidh@sprep.org)
- Tony Talouli  
Marine Pollution Adviser  
[anthonyt@sprep.org](mailto:anthonyt@sprep.org)
- Esther Richards  
Solid Waste Officer [estherr@sprep.org](mailto:estherr@sprep.org)
- Frank Griffin  
Consultant [fkgriffin2003@yahoo.com.au](mailto:fkgriffin2003@yahoo.com.au)
- Terri Fruean-Afa  
Programme Assistant [theresaf@sprep.org](mailto:theresaf@sprep.org)

## **ANNEX 2: DIRECTOR'S SPEECH**

### **OPENING FOR THE THIRD MEETING OF THE SCIENTIFIC AND TECHNICAL ADVISORY COMMITTEE OF THE WAIGANI CONVENTION (STAC 3) AND SECOND MEETING OF THE STEERING COMMITTEE MEETING OF THE PACIFIC REGIONAL CENTRE (SCRC 2)**

Distinguished representatives of Parties to the Waigani Convention, distinguished Committee members of the Pacific Regional Centre for the Basel and Waigani Conventions, SPREP colleagues, ladies and gentlemen.

I wish to cordially welcome you all to SPREP Headquarters for the two intercessional meetings of the Waigani Convention. Thank you all for making yourselves available to attend these meetings.

The past year or so has been somewhat quiet in our Waigani Convention work due to the departure of Dr. Frank Griffin in June 2009. The impact of his loss became apparent when we realized after a number of attempts how difficult it was to secure someone of similar calibre. We are confident we have done so and are pleased to introduce Dr. David Haynes who now takes over as Pollution Prevention and Waste Management Adviser.

Although there was a reduction in the work in that area – interim support was provided by the Waste team – there is no stopping the increasing dependence on chemicals and their utilization by Pacific island people. Inevitably hazardous wastes are generated and the question of disposal becomes critical. Planning, preparation and implementation of international obligations under the Waigani and related Conventions can give us a solid measure of protection.

The STAC plays an important advisory role in the work of the Waigani Convention and I sincerely hope that you as members of the STAC will provide sound guidance to the Conference of the Parties on the many different types of hazardous waste to which we are becoming exposed.

Funding of activities is a perennial problem. Few avenues are available to the Secretariat to which it can submit regional proposals for assistance. Such a task is time-consuming. On the other hand State Parties are becoming eligible for more and more funding opportunities at the bilateral and global levels so every effort should be made to access those funds with assistance from the Secretariat where needed.

The Steering Committee of the Regional Centre likewise plays an important role in chemical management by coordinating the activities of the Basel Convention and its regional counterpart, the Waigani Convention. Recently Tsinghua University in China has expressed interest in bringing the Pacific Regional Centre under its auspices along with two other Regional Centres in Asia. The benefits and costs of such a proposal should be carefully weighed.

The sub-regional formula proposed by the COP3 in 2006 allows the current Committee members 2 more years of tenure. The 5 current members are Australia, New Zealand, Federated States of Micronesia (for Micronesia), Papua New Guinea (for Melanesia) and Samoa (for Polynesia).

As with STAC activities, funding is also an issue for the Steering Committee and its proposed activities under its Business Plan. Again, there are more funding opportunities available to Parties than to the Secretariat. Significant funding has been accessed by Parties with assistance by the Secretariat in recent years so I would encourage everyone to make the most of this opportunity.

Sincere best wishes on your endeavours over the next two days.

Stuart Chape  
Officer In Charge  
14 July 2010



### **ANNEX 3: AGENDA**

- Agenda Item 1:* Opening of the Meeting
- Agenda Item 2:* Organisational Matters
- Rules of Procedure
  - Organisation of work
  - Election of Officers
- Agenda Item 3:* Adoption of the Agenda
- Agenda Item 4:* Report on work done
- Agenda Item 5:* Competent Authorities and Focal Points
- Agenda Item 6:* Reporting and Transmission of Information
- Agenda Item 7:* Illegal Traffic
- Agenda Item 8:* Work Programme and Budget
- Agenda Item 9:* Other Matters
- Agenda Item 10:* Date and venue of the next Meeting
- Agenda Item 11:* Adoption of the Meeting record
- Agenda Item 12:* Closure of the meeting

## ANNEX 4: REVISED COMPETENT AUTHORITIES & FOCAL POINTS LIST

PARTY	COMPETENT AUTHORITY	FOCAL POINT
<b>Australia</b> Signed: 16 Sept 1995 Ratified: 17 August 1998 In Force: 21 Oct 2001	Assistant Secretary Chemicals and the Environment Branch Environment Quality Division Environment Australia GPO Box 787 Canberra, ACT 2601 Australia Tel: (6126) 250 02 70 Fax: (6126) 250 03 87 Email: <a href="mailto:peter.burnett@ea.gov.au">peter.burnett@ea.gov.au</a>	Assistant Secretary Chemicals and the Environment Branch Environment Quality Division Environment Australia GPO Box 787 Canberra, ACT 2601 Australia Tel: (6126) 250 02 70 Fax: (6126) 250 03 87 Email: <a href="mailto:peter.burnett@ea.gov.au">peter.burnett@ea.gov.au</a>
<b>Cook Islands</b> Signed: 17 Sept 1995 Ratified: 30 October 2000 In Force: 21 Oct 2001	Mr Vaitoti Tupa Director National Environment Service PO Box 371 Rarotonga Cook Islands Tel: (682) 21256 Fax: (682) 22256 Email: <a href="mailto:vaitoti@oyster.net.ck">vaitoti@oyster.net.ck</a>	Secretary Ministry of Foreign Affairs & Immigration PO Box 105 Rarotonga Cook Islands Tel: (682) 29347 Fax: (682) 21247 Email: <a href="mailto:secfa@foraffairs.gov.ck">secfa@foraffairs.gov.ck</a>
<b>Federated States of Micronesia</b> Signed: 17 Sept 1995 Ratified: 26 January 1996 In Force: 21 Oct 2001	<b>Hon. Dr. Eliueli K. Pretrick</b> Secretary Department of Health, Education and Social Services PO Box PS 70 Pohnpei Federated States of Micronesia 96941 Telephone: (691) 320 2872 Fax: (691) 320 5263 Email: <a href="mailto:fsmhealth@mail.fm">fsmhealth@mail.fm</a>	<b>Hon Ieske K Iehsi</b> Secretary Department of Foreign Affairs PO Box PS 123 Palikir, Pohnpei Federated States of Micronesia 96941 Telephone: (691)320 2613/2544/2641 Fax: (691) 320 2933 Email: <a href="mailto:foreignaffairs@mail.fm">foreignaffairs@mail.fm</a>
<b>Fiji</b> Signed: 16 Sept 1995 Ratified: 18 April 1996 In Force: 21 Oct 2001	Director of Environment Ministry of Local Government Housing and Environment PO Box 2131 Government Buildings SUVA, Fiji Telephone: (679) 311 699 Fax: (679) 312 879 Email: <a href="mailto:enasome@govnet.gov.fj">enasome@govnet.gov.fj</a>	<b>Mr Bhaskaran Nair</b> Acting Permanent Secretary for Local Government Housing and Environment PO Box 2131 Government Buildings SUVA, Fiji Telephone: (679) 304 307/ 309 918/ 309 917 ext 201 Fax: (679) 303 515 Email: <a href="mailto:bnair@is.com.fj">bnair@is.com.fj</a>
<b>Kiribati</b> Signed: 16 Sept 1995 Ratified: 28 June 2001 In Force: 21 Oct 2001	<b>Mr. Tukabu Teroroko</b> Permanent Secretary Ministry of Environment and Social Development PO Box 234 Biikenibeu, Tarawa KIRIBATI Telephone: (686) 28211 Fax: (686) 28334	<b>Mr. Tukabu Teroroko</b> Permanent Secretary Ministry of Environment and Social Development PO Box 234 Biikenibeu, Tarawa KIRIBATI Telephone: (686) 28211 Fax: (686) 28334
<b>New Zealand</b> Signed: 16 Sept 1995 Ratified: 30 November 2000 In Force: 21 Oct 2001	<b>Mr Stuart Calman</b> Manager Energy and the Environment Ministry of Economic Development 33 Bowen Street PO Box 1473 Wellington NEW ZEALAND Telephone: (644) 474 2647 Fax: (644) 473 9930 Email: <a href="mailto:stuart.calman@med.govt.nz">stuart.calman@med.govt.nz</a>	<b>Mr Glenn Wigley</b> Senior Operator Ministry for the Environment Grand Annexe,84 Boulcott Street Wellington NEW ZEALAND Telephone: (644) 917 7515 Fax: (644) 917 7528 Email: <a href="mailto:glenn.wigley@mfe.govt.nz">glenn.wigley@mfe.govt.nz</a>
<b>Niue</b> Signed: 16 Sept 1995 Ratified: 22 July 2003 In Force: 21 Aug 2003	Public Health Division Niue Health Department PO Box 33 Alofi Niue Telephone: (683) 4100 Fax: (683) 4265 Email:	Office for External Affairs Premier's Department PO Box 40 Alofi Niue Telephone: (683) 4200 Fax: (683) 4206/4232 Email: <a href="mailto:christine.external@mail.gov.nu">christine.external@mail.gov.nu</a>
<b>Papua New Guinea</b> Signed: 16 Sept 1995 Ratified: 11 Dec. 1995 In Force: 21 Oct 2001	<b>Dr. Wari Iamo</b> Secretary Department of Environment and Conservation Level 7 Somare Foundation PO Box 6601 Boroko, NCD PAPUA NEW GUINEA Telephone: (675) 325 0180 Fax: (675) 325 0182	<b>Dr. Wari Iamo</b> Secretary Department of Environment and Conservation Level 7 Somare Foundation PO Box 6601 Boroko, NCD PAPUA NEW GUINEA Telephone: (675) 325 0180 Fax: (675) 325 0182
<b>Samoa</b> Signed: 16 Sept 1995 Ratified: 23 May 2001 In Force: 21 Oct. 2001	<b>Mr Taule'ale'ausumai La'avasa Malua</b> CEO, Min. Of Natural Resources & Environment. Private Mail Bag APIA, Samoa Telephone: (685) 23800 Fax: (685) 23176 Email: <a href="mailto:taulealea.malua@mnre.gov.ws">taulealea.malua@mnre.gov.ws</a>	<b>The Secretary for Foreign Affairs</b> Ministry of Foreign Affairs PO Box L1859 APIA, Samoa Telephone: (685) 63333 Fax: (685) 21504 Email: <a href="mailto:mfa@mfa.gov.ws">mfa@mfa.gov.ws</a>
<b>Solomon Islands</b> Signed: 16 Sept 1995 Ratified: 7 October 1998 In Force: 21 Oct 2001	Mr. Joe Horokou Director Environment and Conservation Division Ministry of Forests, Environment & Conservation P O Box G24 <b>HONIARA, Solomon Islands</b>	
<b>Tonga</b> Signed: 16 Sept 1995 Ratified: 22 May 2003 In Force: 21 June 2003	Ministry of Environment & Climate Change PO Box 917 Nuku'alofa Tonga Telephone: (676) 25050 Fax: (676 25051)	<b>Director of Environment &amp; Climate Change</b> Ministry of Environment & Climate Change PO Box 917 Nuku'alofa Tonga Telephone: (676) 25050 Fax: (676 25051)

<b>PARTY</b>	<b>COMPETENT AUTHORITY</b>	<b>FOCAL POINT</b>
<b>Tuvalu</b> Acceded : 21 Sept 2001 In Force : 21 Oct 2001	<b>Ms. Susan Tupulaga</b> Acting Waste Coordinator Office of Prime Minister Department of Environment PO Box 148 Vaiaku, Funafuti Tuvalu Telephone: (688) 20164 Fax: (688) 20826 Email: <a href="mailto:waste@tuvalu.tv">waste@tuvalu.tv</a>	<b>Permanent Secretary</b> Ministry of Environment, Energy and Tourism Private Mail Bag Vaiaku, Funafuti Tuvalu Telephone: (688) 20171 Fax: (688) 20826 Email: <a href="mailto:enviro@tuvalu.tv">enviro@tuvalu.tv</a> or <a href="mailto:pklaupepe@yahoo.com">pklaupepe@yahoo.com</a>
<b>Vanuatu</b> Signed: Ratified: 2008 In Force: 2008	<b>TBA</b>	<b>TBA</b>

NON –PARTIES (Basel Convention Parties)

<b>Marshall Islands</b>	General Manager Environmental Protection Authority P O Box 1322 MAJURO, Marshall Islands 96960	
<b>Nauru</b> Signed: 16 Sept 1995	Secretary Department of Economic Development Government Offices Yaren District Nauru	

## ANNEX 5: WORK PROGRAMME &amp; BUDGET 2011-2012

<u>Output</u>	<u>Outcome</u>	<u>Activities</u>	<u>Performance Measure</u>	<u>Timeframe</u>	<u>(USD)</u>
<b>1. Development of adequate national legislation on the management of hazardous wastes</b>	Convention implemented through national legislation	Review of national legislation; consultation with relevant stakeholders; awareness raising and drafting of national legislation	Five Parties provided with adequate national legislation on the control system for the transboundary movement and management of hazardous wastes	2011/2012	50,000
<b>2. Information effectively managed, disseminated and exchanged</b>	Surveys of information needs; development of information systems; training (workshop/attachments)	1. Strengthening of national and regional clearinghouse mechanisms in synergy with existing national and regional clearinghouse(s) such as PEIN, SIDSnet, and SPREP; 2. Training with respect to the clearinghouse mechanisms	1. Clearinghouse mechanism initiated at national and regional level; 2. Key enforcement staff trained in analytical use of clearinghouse mechanism.	2011/2012	10,000
<b>3. Training of competent authorities and focal point</b>	Competent authorities and focal points able to implement responsibilities under the convention	Workshop on the reporting requirements of the Waigani and Basel Conventions, with reference to developing national inventories of hazardous wastes.	<b>1. Inventories initiated in-country.</b>  2. Parties report as required under the Conventions	2011/2012	10,000
<b>4. Relevant stakeholders effectively implementing the Convention</b>	Familiarisation of enforcement staff with the obligations under the Convention	National workshops in five countries to train customs, police, port, environment, and legal officers	Workshops are held; Officers of national agencies trained	2011/2012	10,000
<b>5. Promotion of ratification and implementation to the Waigani/Basel Conventions</b>	Broader representation and participation of Pacific Island Countries in the Conventions	Development of fact sheets, briefings papers, booklets, press kit. Cost benefit analysis of joining	3 more ratifications to the Waigani Convention; Increased awareness of politicians and community to issues concerning hazardous waste management (eg e-waste)	2011/2012	10,000
<b>6. Collaboration with the Basel Convention and relevant institutions</b>	Development of complementary approach to hazardous waste management in the Pacific region	Promotion of the Waigani Convention and the Pacific Regional Centre to facilitate implementation of related chemicals Conventions	Waigani and Pacific Regional Centre effectively used to facilitate the implementation of related Chemical Conventions	2011/2012	10,000
<b>7. Effective operation of the Pacific Regional Centre</b>	Regional Centre facilitating implementation of the Waigani and Basel Conventions	1. Develop joint business plan for Regional Centre with Basel Secretariat 2. Maintenance of Regional Centre fund raising	Business plan implemented	2011/2012	10,000
					<b>\$110,000</b>

## ANNEX 6: ABBREVIATIONS

CBD	-	Convention on Biological Diversity
COP	-	Conference of the Parties
NIP	-	National Implementation Plan(s)
OPRC	-	International Convention on Oil Pollution Preparedness, Response and Coordination, 1990 (OPRC 90)
HNS Protocol	-	Protocol on Preparedness, Response and Co-Operation to Pollution Incidents by Hazardous and Noxious Substances, 2000 (OPRC/HNS 2000)
SCPRC	-	Steering Committee of the Pacific Regional Centre for Training and Technology Transfer
SAICM	-	Strategic Approach to International Chemicals Management
USP	-	University of the South Pacific



## SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME

Second Meeting of the Steering Committee (SCPRC 2) of the Pacific Regional Centre for Training and Technology Transfer for the Joint Implementation of the Basel and the Waigani Conventions in the South Pacific Region integrated within the South Pacific Regional Environmental Programme (Pacific Regional Centre)

Apia, Samoa  
15 July 2010

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### **Agenda Item 1: Official Opening**

1. The Second Meeting of the Steering Committee (SCPRC 2) of the Pacific Regional Centre for Training and Technology Transfer for the Joint Implementation of the Basel and the Waigani Conventions in the South Pacific Region integrated within the South Pacific Regional Environmental Programme (Pacific Regional Centre) met in Apia, Samoa on 15 July, 2010.
2. The Meeting was attended by a representative each from the sub-regions of Melanesia (represented by Papua New Guinea, PNG) and Polynesia (represented by Samoa). Also at attendance as observers were representatives of Cook Islands, Tonga and Vanuatu. A full list of participants is attached as Annex 1.
3. The representative of Melanesia opened the meeting with a prayer.

### **Agenda Item 2: Organisational Matters**

4. The Secretariat informed the Meeting that under Article VII of the Memorandum of Understanding (MOU) between the Basel and Waigani Secretariat on behalf of their COPs provides for the establishment of a Steering Committee to advise on the development and implementation of the activities of the Centre and to enhance national support to its work. The MOU establishing the Pacific Regional Centre (PRC) does not prescribe for rules of procedure for the SCPRC. The Secretariat therefore proposed to adopt on an interim basis and so far as they are appropriate, the rules of procedure of the Waigani Convention as they apply to a properly constituted subsidiary body of that Convention until the SCPRC has had the opportunity to fully consider the matter.
5. The Secretariat in recognizing that there was no quorum sought the consent of the Meeting to proceed as planned and have the decisions from this meeting presented to the Waigani COP5 in September 2010. The representative of Melanesia seconded by the representative of Polynesia agreed to the proposal.

6. The representative of Melanesia suggested that the Secretariat inform absent members of the Committee of the issues discussed at the SPRC2 prior to the Waigani COP5 meeting. The Secretariat advised that Parties should use the procedure of having sub-regional representatives pass on issues discussed to their own sub-regions and then to have their views conveyed to the Secretariat via the sub-regional representative. It also informed the meeting that a copy of the SPRC2 report will be sent to the Basel Convention Secretariat.

7. The Secretariat informed the Committee that not all rules of procedure of the Waigani Convention applied to this Meeting but indicated that a final rules of procedure would be developed in time. The Chair allowed Observers to make interventions during the meeting.

8. The representative of Melanesia asked as to how countries were chosen as hosts of Regional Centres. The Secretariat advised that during a Basel COP, Iran, Indonesia and China offered to host regional centres. These centre costs are borne by their respective governments whereas SPREP as the Pacific Regional Centre is not. It is therefore not fully funded nor fully staffed as opposed to the Centres in Iran, Indonesia and China. These centres have also offered to be Stockholm and Rotterdam Conventions' centres as part of the synergetic approach pursued on a global basis.

**(a) Rules of Procedure**

9. In the absence of the current Chair, the Secretariat suggested that the representatives choose a suitable replacement.

**(b) Election of Officers**

10. Samoa was elected as Chair and PNG as Vice-Chair.

**(c) Organisation of work**

11. English was the working language of the meeting and working documents were available only in English.

12. A draft summary report would be prepared by the Secretariat for consideration and approval by the Committee. The Committee also approved its hours of work and programme of work.

**Agenda Item 3: Adoption of the Agenda**

13. The agenda as adopted by the Committee is attached as Annex 2 of the report.

#### **Agenda Item 4: Report on Work Done**

14. The Secretariat introduced SCPRC2.WP.04 which provided information on the status of decisions taken by SCPRC1 for the meeting's consideration and to provide feedback where necessary.

15. The representative of Melanesia queried whether the Business Plan fitted in with their NIP to which the Secretariat responded in the affirmative. The Secretariat advised that the countries could choose activities from the Business Plan in accordance with its national priorities.

16. The representative of Melanesia queried whether the Parties could use the Business Plan to seek funding on the bilateral level or multilateral level, a similar approach as discussed with the STAC3 Work Programme & Budget. The Secretariat responded that Parties could do that given that there was some overlap in issues listed in the STAC3 Work Programme & Budget and the PRC Business Plan.

17. The representative of Melanesia queried the role of the PRC Steering Committee as opposed to the STAC. The Secretariat responded that the STAC (Scientific and Technical Advisory Committee) is created under the Waigani Convention and provides primarily scientific and technical advice to the Waigani Conference of the Parties. The SCPRC (Steering Committee of the Basel-Waigani Pacific Regional Centre) is created under a Memorandum of Understanding between SPREP as Secretariat of the Waigani Convention and the Basel Secretariat as Secretariat of the Basel Convention. The Pacific Regional Centre is one of 14 such Regional Centres world-wide and follows the procedures for such Regional Centres as outlined in the MOU. For this reason it has a Steering Committee and Business Plan. The Steering Committee has as one its main functions the development of a Business Plan and oversight of the Plan's implementation. The record of the SCPRC meeting is forwarded to the Basel Secretariat as the Centre operates under the joint authority of the Parties to the Basel and Waigani Conventions. There are Pacific Island Countries that are Parties to the Basel Convention but not to the Waigani Convention and vice versa. The Centre caters to all PICs that are Parties to either the Basel or Waigani Conventions or to both.

#### **Agenda Item 5: Proposal by Tsinghua University**

18. The Secretariat drew the attention of the Meeting to a proposal by Tsinghua University (TU) to act as the Basel Convention Coordinating Centre for Asia-Pacific. Tsinghua University is one of the 4 Basel Regional Centres for Asia-Pacific and has already reached consensus with Iran and Indonesia but requires the approval of Samoa as the host country of the Pacific Regional Centre. The proposal was first presented by the Tsinghua University at the Basel OEWG7 Meeting. It has now been put through to the Samoa Ministry of Foreign Affairs and Trade (Focal Point) as well as the Ministry of Natural Resources and Environment (Competent Authority) for review. The Tsinghua University plans to formally table its proposal at the next Basel COP which will be late 2011.



19. The Meeting was invited to note the proposal and to provide feedback.
20. A question was posed on how the decision would be made and whether the proposal required the agreement of all Parties. The Secretariat responded in the affirmative. The representative of Melanesia stated that perhaps it would help if the Parties undertook a cost-benefit analysis of China's proposal to serve as the Basel Convention Coordinating Centre for the Asia-Pacific region. The Secretariat concurred with the representative of Melanesia's suggestion for a cost-benefit analysis.
21. A suggestion was posed for the Secretariat to contact other regional and coordinating centres (i.e. Africa region) on their experiences regarding the establishment of such a coordinating centre and the benefits, or otherwise, of such an exercise.
22. The Meeting noted the proposal by Tsinghua University and directed the Secretariat to:
- (i) continue to liaise with the Samoa MFAT and MNRE regarding a recommended course of action to take in relation to the Tsinghua University proposal;
  - (ii) obtain more information from Tsinghua University where necessary or appropriate for this purpose; and
  - (iii) have the information and recommended course of action relayed to the Parties, if possible, before the Waigani COP5.

#### **Agenda Item 6: PRC Business Plan 2011-2012**

23. In presenting SCPRC.WP05, the Secretariat pointed to Article VII of the PRC MOU 2003 which states that the Steering Committee is responsible for developing the PRC Business Plan and overseeing its implementation. The meeting was invited to consider the 2009-2010 PRC Business Plan and endorse a Business Plan for 2011-2012.
24. The representative of Polynesia enquired that if the PRC Business Plan had the same or similar activities to STAC3 Work Programme & Budget, then why was there a difference in terms of budget allocations. The Secretariat responded that the mode of fundraising would be different. For example, the budget of \$80,000 for Sub-Activity 1 will be raised jointly by the Secretariat in collaboration with the Secretariat of the Basel Convention and individual countries. Each country can work together with the Secretariat to develop proposals which the country can take to bilateral or multilateral levels for financing whilst the Secretariat could take the same proposal to the Secretariat of the Basel Convention. It hoped that recent dialogues between the SPREP Director and the Basel Secretariat could lead to better assistance to the Pacific Regional Centre in regards to resources.
25. The representative of Polynesia sought clarification from the Secretariat in relation to Sub-Activity 4. The Secretariat advised that it had recently signed a financing agreement with the French Development Agency (AFD) and a component of that project will look at developing sustainable management of used oil (eg: establishment of legislations etc).

26. The representative of Polynesia asked if funds had already been disbursed to which the Secretariat clarified that the assistance from AFD was of a technical nature which involved having an officer based at the Secretariat to implement activities.

27. The representative of Melanesia asked whether the implementation of the business plan had not advanced because of lack of resources (both financial and personnel) to which the Secretariat responded in the affirmative. The representative of Melanesia stated that PNG will look at the framework provided and re-prioritise activities given they had already been captured in their NIP.

28. The representative of Vanuatu (Observer) asked for clarification on whether the PRC Business Plan as presented included Vanuatu given it was not listed in the text. The Secretariat confirmed that Vanuatu will be included in the 2011-2012 Business Plan.

29. The representative of Polynesia asked whether the indicative budget allocations as presented were based on cost estimate or proposals by Parties. The Secretariat responded that allocations were based on project implementation experience where it had information on the cost of regional vs. national projects. Some activities were sub-regional or regional in nature whereas others such as improving legislative work are done more on the national level. It further advised that realistic budgets could be developed during negotiations between Parties and the Secretariat.

30. The representative of Vanuatu (Observer) sought clarification on which countries would receive national training as listed in the PRC Business Plan; whether the Secretariat chooses or whether country-based requests. The Secretariat responded that selection was based on country requests.

31. The representative of Melanesia sought clarification from the Secretariat on how it could progress the Business Plan into the financing level. The Secretariat responded that countries could prioritise activities and then request assistance through the GEF 5 financing windows. For example, there are two current GEF-PAS projects, one is the Cook Islands NIP project and the other is a multi-country project on integrated waste management including hazardous waste and POPs, under which countries can implement some of the activities in the Business Plan. The countries that appear on the list of approved GEF-PAS funded projects had proposed hazardous waste management as a priority. This doesn't stop countries from approaching other donors through bilateral or multilateral funding. The countries can engage the Secretariat to implement country activities using funds secured bilaterally.

32. The Secretariat suggested the Parties take the PRC Business Plan back to their respective countries and integrate it into their national plans, based on their priorities. It informed the meeting that it was an indicative list and implementation depended on country requests and available funding.

33. The Secretariat then reminded the meeting of Article VII of the PRC MOU 2003 which required the Steering Committee to oversee the implementation of the Business Plan and therefore members were also responsible to report back to the Meeting on the success or otherwise of the Business Plan. It hoped that the next Business Plan will be developed by the Steering Committee in collaboration with the Secretariat.

34. The meeting endorsed the proposed business plan with changes as proposed by countries. The revised PRC Business Plan is attached as Annex 3.

#### **Agenda Item 7: Other Matters**

35. There were no other matters posed by the Meeting.

#### **Agenda Item 8: Date and Venue of next Meeting**

36. The Meeting agreed to hold a back-to-back meeting with the STAC4 in 2012 before the next COP.

#### **Agenda Item 9: Adoption of the Meeting Report**

37. The representative of Melanesia seconded by representative of Polynesia endorsed the meeting report.

#### **Agenda Item 10: Closure of the Meeting**

38. The Secretariat thanked the Committee members for their guidance, participation and perseverance during the meeting. It acknowledged the assistance of Dr Griffin in coordinating and facilitating the meeting as well as Ms Bentin for rapporteuring and in pulling together the report. The Secretariat acknowledged the SPREP Waste Management team for their presence and guidance during the meeting as well as the support staff for the logistical arrangements.

39. The Chair thanked the Secretariat for organizing such a fruitful meeting and wished all participants a safe journey back to their home countries. She then declared the meeting closed.

## ANNEX 1: PARTICIPANTS LIST

1. Vavia Tangatataia  
Manager – Compliance & Advisory  
Division  
National Environment Service  
P.O. Box 371  
Avarua, Rarotonga  
COOK ISLANDS  
Ph: (682) 21256  
Fax: (682) 22256  
Email: [vavia@environment.org.ck](mailto:vavia@environment.org.ck)
2. Mr Gunther Joku  
Deputy Director  
Department of Environment &  
Conservation  
PO Box 6601  
Boroko, NCD  
PAPUA NEW GUINEA  
Phone: +675 325 0180  
Fax: +675 325 0182  
Email: [gjoku@dec.gov.pg](mailto:gjoku@dec.gov.pg)
3. Ms Katenia Rasch  
Senior Chemicals & Hazardous  
Waste Management Officer  
Ministry of Natural Resources and  
Environment  
Private Mail Bag  
Apia, SAMOA  
Phone: 685 22267  
Fax: 685 23176  
[katenia.rasch@mnre.gov.ws](mailto:katenia.rasch@mnre.gov.ws) OR  
[rasch.katenia@gmail.com](mailto:rasch.katenia@gmail.com)
4. Ms Tupeope Samani  
Senior Conservation Officer  
Ministry of Environment & Climate  
Change  
P.O. Box 917  
Nuku'alofa  
TONGA  
Phone: +676 25050  
Fax: +676 25051  
[tupe\\_samani@hotmail.com](mailto:tupe_samani@hotmail.com)
5. Mr. Michel Leodoro  
Waste Management and Pollution  
Control Officer  
Department of Environment and  
Conservation.  
Private Mail Bag 9063  
Port Vila  
VANUATU  
Phone: +678 25302  
Fax: +678 23565  
Email: [m\\_leodoro@yahoo.com](mailto:m_leodoro@yahoo.com)

## SECRETARIAT

- Clark Peteru  
Legal Adviser [clarkp@sprep.org](mailto:clarkp@sprep.org)
- David Haynes  
Pollution Prevention and Waste  
Management Adviser [davidh@sprep.org](mailto:davidh@sprep.org)
- Tony Talouli  
Marine Pollution Adviser  
[anthonyt@sprep.org](mailto:anthonyt@sprep.org)
- Esther Richards  
Solid Waste Officer [estherr@sprep.org](mailto:estherr@sprep.org)
- Frank Griffin  
Consultant [fkgriffin2003@yahoo.com.au](mailto:fkgriffin2003@yahoo.com.au)
- Terri Fruean-Afa  
Programme Assistant [theresaf@sprep.org](mailto:theresaf@sprep.org)

## **ANNEX 2: AGENDA**

- Agenda Item 1:* Official Opening of the Meeting
- Agenda Item 2:* Organisational Matters
- Rules of Procedure
  - Organisation of work
  - Election of Officers
- Agenda Item 3:* Adoption of the Agenda
- Agenda Item 4:* Report on work done
- Agenda Item 5:* Proposal by Tsinghua University
- Agenda Item 6:* PRC Business Plan 2011-2012
- Agenda Item 7:* Other Matters
- Agenda Item 8:* Date and venue of the next Meeting
- Agenda Item 9:* Adoption of the Meeting record
- Agenda Item 10:* Closure of the meeting

## ANNEX 3: PRC BUSINESS PLAN 2011-2012

### Changes to Pacific Regional Centre Business Plan 2011-2012

#### Planned Activities

PIC Parties to the Waigani Convention and/or Basel Convention: Cook Islands, FSM, Fiji, Kiribati, Marshall Islands, Nauru, Niue, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu, Vanuatu

The Pacific Regional Centre Business Plan for 2011-2012 will concentrate on the following Strategic Plan Focus Areas:

#### *Activity 1: Development and implementation of region-specific hazardous and other wastes minimization programmes in Pacific Island countries*

Sub-activity 1: Assessment of e-wastes in the Pacific

Countries: all PIC Parties

Time frame: 18 months – 2011-2012

Budget: US\$50,000

Sub-activity 2: Follow up work for countries that are already conducting pilot projects

Sub-activity 3: Environmentally Sound Management of ULABs in the Pacific

Countries: all PIC Parties

Time frame: 18 months – 2011-2012

Budget: US\$50,000

Sub-activity 4: Pilot project for a partnership on ESM of Used Oils in the North Pacific

Countries: FSM, Kiribati, Marshall Islands, Nauru and Palau

Time frame: 18 months – 2011-2012

Budget: US\$50,000

Sub-activity 5: Ongoing Assessment of asbestos in the Pacific

Countries: Cook Islands, Niue, Samoa, and Tonga, Solomon Islands.

Time frame: 18 months – 2011-2012

Budget: US\$30,000

Sub-activity 6: Pilot project on the management of non-POPs wastes including laboratory chemicals and healthcare waste (expired pharmaceuticals)

Countries: all PIC Parties

Time frame: 24 months – 2011-2012

Budget: US\$70,000

***Activity 2: The operation of the PRC-SPREP as one of the main regional delivery mechanism for the concrete Implementation of the Strategic Plan***

Sub-activity 7: Training on National Waste Definitions and Hazardous Waste Data Collection

Countries: all PIC Parties

Time frame: 1 week during 2011-2012

Budget: US\$45,000

Sub-activity 8: Training of focal points, competent authorities and relevant staff and other stakeholders on various aspects of the implementation of the Basel and Waigani Conventions

Countries: all PIC Parties

Time frame: 18 Months

Budget: US\$45,000

Sub-activity 9: Replication of the Training of legal officers to develop the concept of a national regulatory framework for the synergistic implementation of the 4 chemical conventions (Waigani, Basel, Stockholm, Rotterdam)

Countries: 5 PICs to be determined

Time frame: 18 Months

Budget: US\$60,000

***Activity 3: Development and implementation of programme activities concerning the environmentally sound management of priority waste streams***

Sub-activity 10: National hazardous waste management plans development

Countries: 4 PICs to be determined

Time frame: 18 Months

Budget: US\$30,000

***Activity 4: Implementation of the control of trans-boundary movements of hazardous wastes***

Sub-activity 11: Establishment of association with Oceania Customs Organization (OCO) and develop an MOU between the Secretariat and OCO, training programme

Countries: all PIC Parties

Time frame: 24 Months

Budget: US\$5,000

Sub-activity 12: Strengthening the synergies between Customs Officials, relevant law enforcement agencies and the Basel and Waigani Convention Competent Authorities (and other relevant chemical MEAs)

Countries: 4 PICs to be determined

Time frame: 18 Months

Budget: US\$30,000

In addition to these priority activities, other relevant support functions such as general backstopping activities, dissemination and management of relevant information, legal and technical advice on hazardous waste management matters will be provided by SPREP staff as part of the general functions of the Secretariat of the Waigani Convention.

The matrix in Annex I outlines a more detailed description of what each of the Activities will be aiming to do and who the proposed partners will be in their implementation.

## **A. Outputs**

The main outputs envisaged at the end of 2011 are:

### ***Activity 1: Development and implementation of region-specific hazardous and other wastes minimization programmes in Pacific Island countries***

- Framework legislation on wastes and hazardous wastes, including waste definitions developed and in place in 4 countries
- Appropriate systems for the control of trans-boundary movements of hazardous wastes, including the control of illegal traffic developed and in place in 4 countries.
- Assessment of hazardous waste problems (e-wastes, asbestos, ULABs, non-POPs chemicals and healthcare waste, and Waste Oils) undertaken and completed in at least 4 Parties.
- Conclusion of ESM ULAB in the 5 pilot countries.

Include a comment about the 5 remaining countries who have yet had the assessments done

### ***Activity 2: The operation of the PRC-SPREP as one of the main regional delivery mechanism for the concrete Implementation of the Strategic Plan***

- Training packages and manuals prepared for various aspects, as specified in the work plan in Annex I of the implementation of the Basel and Waigani Conventions
- National plans for hazardous waste management developed for 4 countries
- 4 National train-the-trainers courses conducted on hazardous waste management and enforcement
- 2 Regional workshops on awareness raising, education and outreach programmes conducted
- 1 Regional workshop conducted to assist countries in the enhancement of regional and national capacities for the collection, management and dissemination of data and information
- 1 Regional workshop conducted to assist countries in the development of waste definitions and national inventories
- 4 Countries assisted in developing and implementing pilot projects on hazardous waste management, including application and use of cleaner technologies



***Activity 3: Development and implementation of programme activities concerning the environmentally sound management of priority waste streams***

- National inventories of hazardous wastes in 4 countries completed or updated
- Appropriate systems for the control of transboundary movements of hazardous wastes that include classifications, definitions, standards and procedures developed and in place in 4 countries
- 4 pilot plans for specific hazardous wastes developed and in place in 4 countries
- National programmes for identifying and cleaning up of obsolete stocks of hazardous wastes (e.g. PCBs, pesticides) developed and operational in 2 countries
- 4 Pilot projects on priority hazardous waste streams developed and implemented including application and use of cleaner technologies

***Activity 4: Implementation of the control of trans-boundary movements of hazardous wastes***

- Agreement established between PRC-SPREP and OCO to as part of strengthening the regional cooperation between the SWC and SBC and the Oceania Customs Organization (OCO)
- 1 Regional workshop conducted for customs and other relevant enforcement officers based on training guidelines and manuals developed by PRC-SPREP, SWC and SBC for the Pacific region
- Synergies between Customs Officials and the Basel and Waigani Convention Competent Authorities (as well as competent authorities of other relevant chemical MEAs) strengthened in 4 countries

**B. Endorsements**

Article VIII paragraph 2 of the agreement establishing the Regional Centre of Training and Technology Transfer for the Waigani and Basel Conventions in the Pacific Region stipulates, “*the Steering Committee shall develop the Business Plan of the Centre and oversee its implementation.*”

**C. Assumptions and Uncertainties**

The assumptions and uncertainties outlined here are based on the experience we have worked with when addressing hazardous waste management projects over the last 5 years in the region:

- Cooperation and formal agreements obtained from all participating governments with all agreeing to participate fully
- All governments in the region has fully dedicated and operational officers or agency to deal with hazardous waste management at the national level
- Trained officers remain in their jobs and progress the hazardous waste management work at the national level
- Inter-agency collaboration at the national level is operational
- Government lead agencies for all waste management matters also recognise hazardous waste as an important
- Regional experts and agencies cooperating with the implementation of the Business Plan
- An active Steering Committee
- Mobilization and availability of adequate funding

#### **D. Financial Plan for the period of 2011-2012**

Please refer to Attachment II for an elaborate financial plan for the implementation of the Business Plan for the PRC-SPREP for the period of 2011-2012.

#### **E. Resource Mobilisation**

The principles that are followed and advocated for the implementation of this Business Plan for the period of 2011-2012 are:

- a multi-stakeholder approach, involving representatives from various government ministries as well as concerned parties outside of government, such as industry, research institutions, labour, and public interest groups;
- a country-driven process through which partner countries assess and identify their chemicals and hazardous waste management needs and link their related activities to national environmental and developmental objectives; and
- an inter-sectoral approach to chemicals and hazardous waste management in order to facilitate chemical risk reduction and pollution prevention across all stages of the life cycle.

The PRC-SPREP will work closely with the following organizations and agencies to mobilize the resources needed for the implementation of the Business Plan for the Centre:

- Secretariat of the Basel Convention
- Secretariat of the Stockholm Convention
- Secretariat of the Rotterdam Convention
- Secretariat of the Strategic Approaches to International Chemical Management (SAICM)
- The Pacific Island Forum Secretariat (PIFS)
- United Nations Environmental Programme (UNEP)
- United Nations Development Programme (UNDP)
- Government of Japan
- Government of Australia
- Government of New Zealand
- Regional training institutions such as the University of the South Pacific, University of Papua New Guinea and other Universities and colleges in the Pacific region dealing with chemical and hazardous waste management issues
- Pacific Islands non-governmental organizations
- Relevant Pacific Island regional organizations such as the Oceania Customs Organizations, Pacific Ports Authorities, Police Associations etc

All the listed governments, organizations and agencies will be contacted and advised about the vision, objective and aim of the Business Plan of the Pacific Regional Centre and encouraged to be a partner in the implementation of the plan itself over the period of 2011-2012.

## **F. Monitoring and Evaluation**

The monitoring and evaluation of the operations of the Centre and the implementation of the Business Plan will be a key role of the Steering Committee. The staff of the Centre will perform the function of reporting on the overall project activities.

The key monitoring role for Steering Committee will be in ensuring quality control by the Centre staff at all stages of the operations of the Centre as well as in the implementation of the projects.

SBC will also provide monitoring assistance and quality assurance through the provision of technical advise on the implementation of the projects, and by ensuring that conditions of the funding agencies are adhered to rigidly.

## Attachment I

### *Activity 1: Development and implementation of hazardous and other wastes minimization programmes in developing country Parties in the Pacific region*

Sub-activities	Measurable Outputs	SWC's and SBC's role in assisting the PRC-SPREP	Partners
1. Providing legal and technical assistance to Parties to develop framework legislation on wastes and hazardous wastes, including waste definitions	4 Pacific Island countries	Facilitate national consultation process as and when requested;	IGOs/related MEAs
2. Providing assistance to countries to develop systems for the control of trans-boundary movements of hazardous wastes, including the control of illegal traffic	4 Pacific Island countries	• Facilitate access to experts and bilateral/multilateral funding; • Provide information on similar standards and procedures available in other countries	• Donors • CROP agencies • IGOs • Related MEAs • Regional experts
3. Providing assistance to countries in the assessment of hazardous waste problems (e-wastes, asbestos, ULABs, non-POPs chemicals and healthcare waste, and Waste Oils). The assistance would also include work on waste definitions, national inventory, generation and stockpiles etc	4 Pacific Island countries	• Facilitate regional meetings Coordinate with other concerned IGOs, NGOs and regional bodies • Facilitate access to experts and bilateral/multilateral funding;	• Donors • CROP agencies • IGOs • Related MEAs • Regional experts

Sub-activity 1: Assessment of e-wastes in the Pacific

Countries: all PIC Parties

Time frame: 18 months – 2011-2012

Budget: US\$50,000

Sub-activity 2: Assessment of ULABs in the Pacific

Countries: all PIC Parties

Time frame: 18 months – 2011-2012

Budget: US\$50,000

Sub-activity 3: Pilot project for a partnership on ESM of Used Oils in the North Pacific

Countries: FSM, Kiribati, Marshall Islands, Nauru and Palau

Time frame: 18 months – 2011-2012

Budget: US\$50,000

Sub-activity 4: Assessment of asbestos in the Pacific

Countries: Cook Islands, Niue, Samoa, and Tonga

Time frame: 18 months – 2011-2012

Budget: US\$30,000

Sub-activity 5: Pilot project on the management of non-POPs wastes including laboratory chemicals and healthcare waste (expired pharmaceuticals)

Countries: all PIC Parties

Time frame: 24 months – 2011-2012

Budget: US\$70,000

**Activity 2: The operation of the PRC-SPREP as one of the main regional delivery mechanism for the concrete Implementation of the Strategic Plan**

Sub-activities	Measurable Outputs	SWC's and SBC's role in assisting the PRC-SPREP	Partners
1. Provide technical assistance and contribute towards the development and preparation of training manuals, curricula, procedures for monitoring and enforcement and decision support tools undertaken by the SWC and SBC: (a) Revised manual on national legislation (b) Training package on implementation of the Basel Convention (c) Training package on national waste definitions and inventories of hazardous wastes (d) Training package on the preparation of national hazardous waste management plan (e) Guidance manual for customs, port, police and other enforcement officers (f) Training packages for environmentally sound management of specific priority waste streams (e.g. asbestos, waste oils, health-care wastes, used lead acid batteries, etc)	1 manual to be completed 1 training package to be completed 1 training package to be completed 1 training package to be completed 1 training package to be completed Training packages for each waste stream to be completed	Providing expertise, coordination and support in document preparation Organize regional/ national meetings as required Seek input and build up partnership with relevant bodies (IGOs, NGOs, industry) Testing of the applicability of the manual together with the PRC-SPREP	• NGOs • IGOs • Industry
2. Development of national plans and prioritized regional programmes	1 national action plan completed in 4 countries (building on the NIPs for SC), and at least 3 regional programmes completed	Providing expertise, coordination and support	• Related IGOs • National Governments
3. Training of trainers on hazardous waste management (including toxic chemicals) and enforcement	4 training courses completed	Coordination and support Participate as experts	• Related MEAs • CROP agencies • Regional training institutions • Regional experts
4. Awareness, education and outreach programmes and activities	2 regional workshops; trained journalists; publication/ media mix	Providing expertise, coordination and support materials	• National governments • Related IGOs • Regional training institutions • Industry • Mass media
5. Assisting countries in the enhancement of regional and national capacities for the collection, management and dissemination of data and information	1 regional workshop held	• Providing expertise, coordination and support • Providing funding from bilateral and multilateral sources • Training material preparation	• National governments • Mass media
6. Assist in the development of waste definitions and national inventories on hazardous wastes	1 regional workshops held	Providing expertise, coordination and support Industry	• National governments • Regional training institutions
7. Assist the SWC and SBC in providing technical assistance to countries in developing and implementing pilot projects on hazardous waste management, including application and use of cleaner technologies	4 countries assisted	• Providing expertise, coordination, support and project monitoring; • Build up partnership with stakeholders	IGOs/related MEAs Industry

**Sub-activity 6:** Training on National Waste Definitions and Hazardous Waste Data Collection

Countries: all PIC Parties

Time frame: 1 week during 2011-2012

Budget: US\$45,000

**Sub-activity 7:** Training of focal points, competent authorities and relevant staff on various aspects of the implementation of the Basel and Waigani Conventions

Countries: all PIC Parties

Time frame: 18 Months

Budget: US\$45,000

**Sub-activity 8:** Replication of the Training of legal officers to develop the concept of a national regulatory framework for the synergistic implementation of the 4 chemical conventions (Waigani, Basel, Stockholm, Rotterdam)

Countries: 5 PICs to be determined

Time frame: 18 Months

Budget: US\$60,000

**Activity 3: Development and implementation of programme activities concerning the environmentally sound management of priority waste streams**

Sub-activities	Measurable Outputs	SWC's and SBC's role in assisting the PRC-SPREP	Partners
1. Providing assistance to countries in the assessment of priority hazardous waste streams (national waste definitions, national inventory, generation and stockpiles)	4 Parties completed inventories	• Facilitate regional meetings • Coordinate with other concerned	• IGOs • NGOs • Regional bodies • Industry
2. Providing assistance to countries to develop systems for the control of transboundary movements of hazardous wastes that include classifications, definitions, standards and procedures	4 countries assisted	• Facilitate access to experts and bilateral/multilateral funding; • Provide information on similar standards and procedures available in other countries	IGOs/related MEAs
3. Assistance to countries to develop hazardous waste management plans	4 pilot plans are developed	Facilitate access to experts, funding and assist in development of the plans	• IGOs • Related MEAs • Regional experts
4. Assisting countries in the programme for identifying and cleaning up of obsolete stocks of hazardous wastes (e.g. PCBs, pesticides)	2 countries assisted	• Providing expertise, coordination and support • Build up partnership with stakeholders • Manual preparation	• IGOs • NGOs • Industry
5. Technical assistance to countries in developing and implementing pilot projects on hazardous waste management (priority waste streams), including application and use of cleaner technologies	4 pilot projects conducted	• Providing expertise, coordination, support and project monitoring; • Build up partnership with stakeholders	• National governments • Industry • NGOs

**Sub-activity 9:** National hazardous waste management plans development

Countries: 4 PICs to be determined

Time frame: 18 Months

Budget: US\$30,000

**Activity 4: Implementation of the control of trans-boundary movements of hazardous wastes**

Sub-activities	Measurable Outputs	SWC's and SBC's role in assisting the PRC-SPREP	Partners
1. Strengthening of regional cooperation between the SWC and SBC and the Oceania Customs Organization (OCO)	Agreement between PRC-SPREP and OCO established	Coordination between PRC-SPREP, national governments and OCO	• National Governments • Oceania Customs Organization (OCO)
2. Preparation of manuals and guidelines (simple but comprehensive) for the Customs Officials and other relevant enforcement officers in-country.	1 regional training workshop conducted	• Facilitate access to experts and bilateral/multilateral funding; • Provide information on similar procedures available in other countries	• National Governments IGOs/related MEAs • OCO
3. Strengthening synergies between Customs Officials and the Basel and Waigani Convention Competent Authorities	4 countries assisted in strengthening the synergies	Coordinate with other concerned IGOs and Regional bodies	Regional bodies IGOs/related MEAs National governments

Sub-activity 10: Establishment of association with Oceania Customs Organization (OCO) and develop training programme

Countries: all PIC Parties

Time frame: 24 Months

Budget: US\$5,000

Sub-activity 11: Strengthening the synergies between Customs Officials and the Basel and Waigani Convention Competent Authorities (and other relevant chemical MEAs)

Countries: 4 PICs to be determined

Time frame: 18 Months

Budget: US\$30,000

**Attachment II***Indicative BCRC estimate expenditures for the year 2011-2012 for sub-activities 1-5 only*

<b>PRC-SPREP - ESTIMATED INCOME AND EXPENDITURE FOR 2011-2012</b>			
<b>EXPENDITURE (ESTIMATE)</b>	<b>2011</b>	<b>2012</b>	<b>Total</b>
<b>CORE</b>			
Personnel			
Subcontracts			
Travel and Subsistence	20,000	20,000	40,000
Training/Learning	60,000	50,000	110,000
Equipment, supplies and premises	5,000	5,000	10,000
General operating expenses	5,000	5,000	10,000
Subtotal			
<b>SUB-ACIVITIES</b>			
1. Assessment of e-waste in the Pacific	50,000	30,000	80,000
2. Assessment of ULABs in the Pacific	50,000	30,000	80,000
3. Pilot project for a partnership on the ESM of used oils in the North Pacific	50,000	20,000	70,000
4. Assessment of asbestos in the Pacific	30,000	10,000	40,000
5. Pilot project on the management of non-POPs waste including laboratory chemicals and healthcare waste (expired pharmaceuticals)	70,000	30,000	100,000
Subtotal	<b>340,000</b>	<b>200,000</b>	<b>540,000</b>
<b>MANAGEMENT FEES</b>			
UNEP (13% of the project subtotals)	44,200	26,000	70,200
Subtotal	44,200	26,000	70,200
<b>Total Expenditure</b>	<b>384,200</b>	<b>226,000</b>	<b>610,200</b>
<b>INCOME (ESTIMATE)</b>			
Carry forward from previous year core	10,000		10,000
<b>CONTRACTED CORE INCOME</b>			
From BC Trust Fund			
From Technical Cooperation Trust Fund			
Core allocations from SPREP	20,000	20,000	40,000
<b>Subtotal</b>	<b>30,000</b>	<b>20,000</b>	<b>50,000</b>
<b>CONTRACTED PROJECT INCOME</b>			
From BC Trust Fund	50,000		50,000
From Technical Cooperation Trust Fund			
Core allocations from SPREP	10,000	10,000	20,000
Management fee income to SBC			
Subtotal	<b>60,000</b>	<b>10,000</b>	<b>70,000</b>
Under negotiation (CORE)	100,000	70,000	170,000
Under negotiation (Projects)	194,200	126,000	320,200
<b>Total Income</b>	<b>384,200</b>	<b>226,000</b>	<b>610,200</b>
<b>PROJECTED YEAR END SURPLUS</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>



## ANNEX 4: ABBREVIATIONS

AFD	-	French Development Agency
COP	-	Conference of the Parties
GEF-PAS	-	Global Environment Facility-Pacific Alliance for Sustainability
MFAT	-	Samoa Ministry of Foreign Affairs and Trade
MNRE	-	Samoa Ministry of Natural Resources and Environment
NIP	-	National Implementation Plan
OEWG	-	Open-Ended Working Group
POPs	-	Persistent Organic Pollutants
PRC	-	Pacific Regional Centre
SCPRC	-	Steering Committee of the Pacific Regional Centre for Training & Technology Transfer
STAC	-	Scientific and Technical Advisory Committee
TU	-	Tsinghua University, China



## SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME

Fifth Meeting of the Conference of the Parties to the Convention to Ban the Importation into Forum Island Countries of Hazardous and Radioactive Wastes and to Control the Transboundary Movement and the Management of Hazardous Wastes within the South Pacific Region (Waigani Convention)

Madang, Papua New Guinea

3 September 2010

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### Agenda Item 5: Competent Authorities and Focal Points

#### Purpose

1. To allow the Meeting to update the list of Competent Authorities and Focal Points.

#### Background

2. The designation or establishment of a competent authority and a focal point by Parties under Article 5 of the Waigani Convention assists in facilitating the implementation of the Convention.
3. The Second Meeting of the Parties 2004, agreed that Parties should inform the Secretariat in writing through the National Focal Point for the Convention of designated Competent Authorities and Focal Points, or changes to these positions.
4. The most recent list of Competent Authorities and Focal Points is attached as WP.5.1.

#### Recommendation

5. The Meeting is invited:
    - to **review** the list and, if there are changes, to **inform** the Secretariat in accordance with the agreed mode.
-

## COMPETENT AUTHORITIES AND FOCAL POINTS TO THE WAIGANI CONVENTION

<b>PARTY</b>	<b>COMPETENT AUTHORITY</b>	<b>FOCAL POINT</b>
<b>Australia</b> Signed: 16 Sept 1995 Ratified: 17 August 1998 In Force: 21 Oct 2001	Assistant Secretary Chemicals and the Environment Branch Environment Quality Division Environment Australia GPO Box 787 Canberra, ACT 2601 Australia Tel: (6126) 250 02 70 Fax: (6126) 250 03 87 Email: <a href="mailto:peter.burnett@ea.gov.au">peter.burnett@ea.gov.au</a>	Assistant Secretary Chemicals and the Environment Branch Environment Quality Division Environment Australia GPO Box 787 Canberra, ACT 2601 Australia Tel: (6126) 250 02 70 Fax: (6126) 250 03 87 Email: <a href="mailto:peter.burnett@ea.gov.au">peter.burnett@ea.gov.au</a>
<b>Cook Islands</b> Signed: 17 Sept 1995 Ratified: 30 October 2000 In Force: 21 Oct 2001	Mr Vaitoti Tupa Director National Environment Service PO Box 371 Rarotonga Cook Islands Tel: (682) 21256 Fax: (682) 22256 Email: <a href="mailto:vaitoti@oyster.net.ck">vaitoti@oyster.net.ck</a>	Secretary Ministry of Foreign Affairs & Immigration PO Box 105 Rarotonga Cook Islands Tel: (682) 29347 Fax: (682) 21247 Email: <a href="mailto:secfa@foraffairs.gov.ck">secfa@foraffairs.gov.ck</a>
<b>Federated States of Micronesia</b> Signed: 17 Sept 1995 Ratified: 26 January 1996 In Force: 21 Oct 2001	<b>Hon. Dr. Eliueli K. Pretrick</b> Secretary Department of Health, Education and Social Services PO Box PS 70 Pohnpei Federated States of Micronesia 96941 Telephone: (691) 320 2872 Fax: (691) 320 5263 Email: <a href="mailto:fsmhealth@mail.fm">fsmhealth@mail.fm</a>	<b>Hon Ieske K Iehsi</b> Secretary Department of Foreign Affairs PO Box PS 123 Palikir, Pohnpei Federated States of Micronesia 96941 Telephone: (691)320 2613/2544/2641 Fax: (691) 320 2933 Email: <a href="mailto:foreignaffairs@mail.fm">foreignaffairs@mail.fm</a>
<b>Fiji</b> Signed: 16 Sept 1995 Ratified: 18 April 1996 In Force: 21 Oct 2001	Director of Environment Ministry of Local Government Housing and Environment PO Box 2131 Government Buildings SUVA, Fiji Telephone: (679) 311 699 Fax: (679) 312 879 Email: <a href="mailto:enasome@govnet.gov.fj">enasome@govnet.gov.fj</a>	<b>Mr Bhaskaran Nair</b> Acting Permanent Secretary for Local Government Housing and Environment PO Box 2131 Government Buildings SUVA, Fiji Telephone: (679) 304 307/ 309 918/ 309 917 ext 201 Fax: (679) 303 515 Email: <a href="mailto:bnair@is.com.fj">bnair@is.com.fj</a>
<b>Kiribati</b> Signed: 16 Sept 1995 Ratified: 28 June 2001 In Force: 21 Oct 2001	<b>Mr. Tukabu Teroroko</b> Permanent Secretary Ministry of Environment and Social Development PO Box 234 Biikenibeu, Tarawa KIRIBATI Telephone: (686) 28211 Fax: (686) 28334	<b>Mr. Tukabu Teroroko</b> Permanent Secretary Ministry of Environment and Social Development PO Box 234 Biikenibeu, Tarawa KIRIBATI Telephone: (686) 28211 Fax: (686) 28334
<b>New Zealand</b> Signed: 16 Sept 1995 Ratified: 30 November 2000 In Force: 21 Oct 2001	<b>Mr Stuart Calman</b> Manager Energy and the Environment Ministry of Economic Development 33 Bowen Street PO Box 1473 Wellington NEW ZEALAND Telephone: (644) 474 2647 Fax: (644) 473 9930 Email: <a href="mailto:stuart.calman@med.govt.nz">stuart.calman@med.govt.nz</a>	<b>Mr Glenn Wigley</b> Senior Operator Ministry for the Environment Grand Annexe,84 Boulcott Street Wellington NEW ZEALAND Telephone: (644) 917 7515 Fax: (644) 917 7528 Email: <a href="mailto:glenn.wigley@mfe.govt.nz">glenn.wigley@mfe.govt.nz</a>
<b>Niue</b> Signed: 16 Sept 1995 Ratified: 22 July 2003 In Force: 21 Aug 2003	Public Health Division Niue Health Department PO Box 33 Alofi Niue Telephone: (683) 4100 Fax: (683) 4265 Email:	Office for External Affairs Premier's Department PO Box 40 Alofi Niue Telephone: (683) 4200 Fax: (683) 4206/4232 Email: <a href="mailto:christine.external@mail.gov.nu">christine.external@mail.gov.nu</a>
<b>Papua New Guinea</b> Signed: 16 Sept 1995 Ratified: 11 Dec. 1995 In Force: 21 Oct 2001	<b>Dr. Wari Iamo</b> Secretary Department of Environment and Conservation Level 7 Somare Foundation PO Box 6601 Boroko, NCD PAPUA NEW GUINEA Telephone: (675) 325 0180 Fax: (675) 325 0182	<b>Dr. Wari Iamo</b> Secretary Department of Environment and Conservation Level 7 Somare Foundation PO Box 6601 Boroko, NCD PAPUA NEW GUINEA Telephone: (675) 325 0180 Fax: (675) 325 0182
<b>Samoa</b> Signed: 16 Sept 1995 Ratified: 23 May 2001 In Force: 21 Oct. 2001	CEO, Min. Of Natural Resources & Environment. Private Mail Bag APIA, Samoa Telephone: (685) 23800 Fax: (685) 23176 Email: <a href="mailto:taulealea.malua@mnr.gov.ws">taulealea.malua@mnr.gov.ws</a>	<b>The Secretary for Foreign Affairs</b> Ministry of Foreign Affairs PO Box L1859 APIA, Samoa Telephone: (685) 63333 Fax: (685) 21504 Email: <a href="mailto:mfa@mfa.gov.ws">mfa@mfa.gov.ws</a>
<b>Solomon Islands</b> Signed: 16 Sept 1995 Ratified: 7 October 1998 In Force: 21 Oct 2001	Mr. Joe Horokou Director Environment and Conservation Division Ministry of Forests, Environment & Conservation P O Box G24 <b>HONIARA, Solomon Islands</b>	
<b>Tonga</b> Signed: 16 Sept 1995 Ratified: 22 May 2003 In Force: 21 June 2003	Ministry of Environment & Climate Change PO Box 917 Nuku'alofa Tonga Telephone: (676) 25050 Fax: (676) 25051)	<b>Director of Environment &amp; Climate Change</b> Ministry of Environment & Climate Change PO Box 917 Nukua'alofa Tonga Telephone: (676) 25050 Fax: (676) 25051)

<p><b>Tuvalu</b> Acceded : 21 Sept 2001 In Force : 21 Oct 2001</p>	<p><b>Ms. Susan Tupulaga</b> Acting Waste Coordinator Office of Prime Minister Department of Environment PO Box 148 Vaiaku, Funafuti Tuvalu Telephone: (688) 20164 Fax: (688) 20826 Email: <a href="mailto:waste@tuvalu.tv">waste@tuvalu.tv</a></p>	<p><b>Permanent Secretary</b> Ministry of Environment, Energy and Tourism Private Mail Bag Vaiaku, Funafuti Tuvalu Telephone: (688) 20171 Fax: (688) 20826 Email: <a href="mailto:enviro@tuvalu.tv">enviro@tuvalu.tv</a> or <a href="mailto:pklaupepe@yahoo.com">pklaupepe@yahoo.com</a></p>
<p><b>Vanuatu</b> Signed: Ratified: 2008 In Force: 2008</p>	<p><b>TBA</b></p>	<p><b>TBA</b></p>

NON –PARTIES but Basel Convention Parties

<p><b>Marshall Islands</b></p>	<p>General Manager Environmental Protection Authority P O Box 1322 MAJURO, Marshall Islands 96960</p>	
<p><b>Nauru</b> Signed: 16 Sept 1995</p>	<p>Secretary Department of Economic Development Government Offices Yaren District Nauru</p>	



## SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME

Fifth Meeting of the Conference of the Parties to the Convention to Ban the Importation into Forum Island Countries of Hazardous and Radioactive Wastes and to Control the Transboundary Movement and the Management of Hazardous Wastes within the South Pacific Region (Waigani Convention)

Madang, Papua New Guinea  
3 September 2010

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### Agenda Item 6: Reporting and Transmission of Information and Illegal Traffic

#### Purpose

1. To table national Reports received from Parties as well as reports of illegal traffic.

#### Background

2. Article 7.3 of the Waigani Convention requires Parties, consistent with their national laws and regulations, to set up information, collection and dissemination mechanisms on hazardous wastes to enable the Secretariat to fulfil its obligations under articles 9.6 and 14.
3. The Second Meeting of the Parties, 2004, adopted *Reporting and Transmission of Information* forms to be filled out annually by Parties and submitted to the SPREP in its role as the Secretariat of the Waigani Convention. The Parties were requested to begin reporting under the Waigani Convention starting at the 2004 calendar year.
4. The Second Meeting of the Parties, 2004, also approved *Guidance Elements for Detection, Prevention and control of Illegal Traffic in Hazardous Wastes* and the *Form for confirmed cases of Illegal Traffic*.
5. The above forms can be downloaded at: <http://www.sprep.org/legal/regional.htm>.
6. At the time of writing, no Reports had been received by the Secretariat nor instances of illegal traffic reported.

#### Recommendation

7. The Meeting is invited:
  - to **table** any Reports they may have completed for 2008 or 2009.
  - to **share** with the Secretariat and other Parties their experience with any instances of illegal traffic since September 2008.



## SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME

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Madang, Papua New Guinea

3 September 2010

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### Agenda Item 7: Financial Statements for 2008 and 2009

#### Purpose

1. To table the audited Financial Statements for the Waigani Convention for the 2008 and 2009 financial years.

#### Background

2. Rule 9.4 of the Financial Rules for the Waigani Convention require that the Director of SPREP circulate the full report of the Auditors, including comments on the financial operations of the Convention and accounts together with such remarks as he may wish to offer to Parties, prior to the next Meeting of the Parties. The Director's remarks (WP.7.1) are based on the following documents:

- the Report of the Auditors for 2008 that was tabled at the 20<sup>th</sup> SPREP Meeting (WP.7.2)
- the Income and Expenditure Statement for 2008 (WP.7.3)
- the Report of the Auditors for 2009 that will be tabled at the 21st SPREP Meeting (WP.7.4)
- the Income and Expenditure Statement for 2009 (WP.7.5)

3. The Financial Regulations do not require, and the small annual budget for the Convention do not justify, separate audited accounts from those presented to the SPREP Meeting.

#### Recommendation

4. The Meeting is invited to:

- **adopt** the relevant parts of the audited Financial Statements for 2008 and 2009.
-

**DIRECTOR'S REMARKS**  
**AUDITED ANNUAL ACCOUNTS FOR 2006 AND 2007**

The attached copies of relevant parts of the audited SPREP Financial Statements were prepared in accordance with the Financial Regulations of SPREP and the Financial Regulations of the Waigani Convention.

For 2008, the Income and Expenditure Statement shows the expenditures were for the Conference of the Parties held in 2008 and for technical advice and support.

For 2009, the Income and Expenditure Statement again shows expenditure was for technical advice and support.

  
David Sheppard  
Director

30 July 2010



Lesā ma Penn Compound Telephone: (685) 20321  
Fugalei Street by the Bridge (585) 20322  
Fugalei Fax: (585) 23722  
PO Box 1599 (585) 21335  
Apia, Samoa Email: lesapenn@samoa.ws

## AUDITORS' REPORT

### TO THE MEMBERS OF THE

### SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

We have audited the financial statements of SPREP as set out on pages 3 to 11, for the year ended 31 December 2008. The financial statements provide information on the financial performance of the organization, and its financial position as at 31 December 2008.

#### **Management responsibilities**

The management is responsible for the preparation and presentation of the financial statements that comply with generally accepted accounting practice, and that gives a true and fair view of the financial position of SPREP as at 31 December 2008, and its financial performance and cash flows for the year ended on that date.

#### **Auditors' responsibilities**

It is our responsibility to express an independent opinion on the financial statements presented by management, and to report our opinion to you.

#### **Basis of Opinion**

An audit includes examining on a test basis, evidence relevant to the amounts, and disclosures in the financial statements; and disclosures in the financial statements. It also includes assessing:

- The significant estimates and judgements made by management in the preparation of the financial statements; and
- Whether the accounting policies are appropriate to the circumstances of the organization, consistently applied and adequately disclosed.

We conducted our audit in accordance with International Standards on Auditing. We planned and performed our audit so as to obtain all the information and explanations, which we considered necessary to provide us with sufficient evidence, to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud and error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.



**Specific reporting requirements**

In accordance with the specific audit reporting requirements of SPREP's Financial Regulation 32 (a) to (f), we report as follows:

- (a) Extent and character of examination is as explained in the section above under the heading "Basis of Opinion"
- (b) Matters affecting the completeness and accuracy of the accounts, there were no material matters noted which may affect the completeness and accuracy of the accounts.
- (c) The accuracy or other wise of the supplies and equipment records as determined by stocktaking and examination of the records. The fixed assets register has been completed following the physical count of all SPREP assets carried out in February 2009.
- (d) Financial procedures of SPREP including internal controls and adherence to Financial Procedure Manual, Administration Manual are satisfactory.
- (e) The adequacy of insurance cover for the buildings, stores, furniture, equipment and other property of SPREP. Insurance cover for buildings, furniture, equipment and other property is adequate.
- (f) Other matters, the matters raised in our report to management have been addressed.

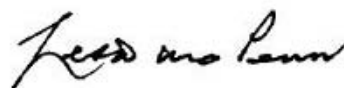
We also examined on a test basis, evidence supporting the amounts of funds received by the Organisation from NZAID and AUSAID. We confirm that funds were spent in accordance with the Memorandum of Understanding (MOU) signed between the respective parties.

**Unqualified Opinion**

In our opinion, the financial statements gives a true and fair view of the financial position of the Secretariat of the Pacific Regional Environment Programme (SPREP) as of 31 December 2008, and of the results of its operations for the year then ended in accordance with generally accepted accounting principles and in accordance with the SPREP Financial Regulations.

Our audit was completed on 16<sup>th</sup> April 2009 and our opinion is expressed as at that dated.


Apia, Samoa Certified Public Accountants

A handwritten signature in black ink, appearing to read "Fred and Penn", is written on a white background. A vertical line is positioned to the right of the signature.



**SPREP**  
Secretariat of the  
Pacific Regional  
Environment Programme

PO Box 240, Apia, Samoa  
E: [sprep@sprep.org](mailto:sprep@sprep.org)  
T: +685 21 929  
F: +685 20 231  
W: [www.sprep.org](http://www.sprep.org)

<b>MULTIPLE DONORS</b>	
<b>Grant to</b>	
<b>Secretariat of the Pacific Regional Environment Programme</b>	
<b>Project Title:</b>	<b>2510 - Parties to the Waigani Convention</b>
<b>Period:</b>	<b>01 January 2008 to 31 December 2008</b>
<b>Currency:</b>	<b>US DOLLARS</b>
<b>Cashflow Statement</b>	<b>USD</b>
Opening Cash Balance 01-Jan-08	61,770
Add: Contributions Received this Period	
- Niue	820
- New Zealand	2,690
- Samoa	55
<b>Total Cash Available</b>	<b>65,335</b>
Less: Total Expenditure Incurred (attached)	(39,769)
<b>Closing Cash Balance as at 31-Dec-08</b>	<b><u>\$25,566</u></b>
Certified Correct:	
 _____ Alofa Tu'uau Finance Manager	
30 July 2010	



**2510 - Parties to the Waigani Convention**  
**Expenditure 01 January 2008 to 31 December 2008**

---

	<b>USD</b>
STAC Meeting costs : Consultancies - service contracts	779.44
STAC Meeting costs : Meeting/Conference Costs - Airfares	17,145.98
STAC Meeting costs : Meeting/Conference Costs - Other related costs	2,353.93
STAC Meeting costs : Meeting/Conference Costs - Perdiems	7,364.01
Postage & Distribution	5.01
Resource Persons	1,800.00
Secretariat Support	4,358.00
SPREP Meeting - Other Costs	1,522.38
SPREP Meeting - SIC Perdiems	600.00
Technical Advisory Services Support	3,709.16
Telephone	131.41
<b>Total Expenditure</b>	<b><u>39,769.32</u></b>

**AUDITORS' REPORT****TO THE MEMBERS OF THE****SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME  
(SPREP)**

We have audited the financial statements of SPREP as set out on pages 3 to 14, for the year ended 31 December 2009. The financial statements provide information on the financial performance, changes in equity and cash flows of the organization, and its financial position as at 31 December 2009.

**Management responsibilities**

The management is responsible for the preparation and presentation of the financial statements that comply with generally accepted accounting practice, and that gives a true and fair view of the financial position of SPREP as at 31 December 2009, and its financial performance and cash flows for the year ended on that date.

**Auditors' responsibilities**

It is our responsibility to express an independent opinion on the financial statements presented by management, and to report our opinion to you.

**Basis of Opinion**

An audit includes examining on a test basis, evidence relevant to the amounts, and disclosures in the financial statements. It also includes assessing:

- The significant estimates and judgements made by management in the preparation of the financial statements; and
- Whether the accounting policies are appropriate to the circumstances of the organization, consistently applied and adequately disclosed.

We conducted our audit in accordance with International Standards on Auditing. We planned and performed our audit so as to obtain all the information and explanations, which we considered necessary to provide us with sufficient evidence, to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud and error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Specific reporting requirements**

In accordance with the specific audit reporting requirements of SPREP's Financial Regulation 32 (a) to (f), we report as follows:

- (a) extent and character of examination is as explained in the section above under the heading "Basis of Opinion"

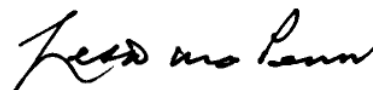
- (b) matters affecting the completeness or accuracy of the accounts; two major accounting policy changes were made in current year in order to comply with International Financial Reporting Standards, the resumption of depreciation which was ceased in 2003 and adoption of income approach for donated assets namely buildings and TEC equipment.
- (c) the accuracy or otherwise of the supplies and equipment records as determined by stocktaking and examination of the records. The fixed assets register has been completed following the physical count of all SPREP fixed assets carried out in February 2010. Additions and disposals were randomly checked to supporting documents and are satisfactory. Depreciation charged for the current year and the past six years (2003 - 2008) is satisfactorily calculated following the resumption of the fixed assets' depreciation policy.
- (d) the adequacy of financial procedures of SPREP including internal control matters and adherence to the financial regulations; Financial Regulation and Financial Procedures Manual are effectively in place and adherence is satisfactory except for internal control matters noted in our management report.
- (e) the adequacy of insurance cover for the buildings, stores, furniture, equipment and other property of SPREP; insurance cover for buildings, furniture, equipment and other property is adequate.
- (f) Other matters, the matters raised in our report to management have been addressed.

We also examined on a test basis, evidence supporting the amounts of funds received by the Organisation from NZAID and AUSAID. We confirm that funds were spent in accordance with the Memorandum of Understanding (MOU) signed between the respective parties.

#### **Unqualified Opinion**

In our opinion, the financial statements gives a true and fair view of the financial position of the Secretariat of the Pacific Regional Environment Programme (SPREP) as of 31 December 2009, and of the results of its operations, changes in equity and cash flows for the year then ended in accordance with International Financial Reporting Standards and in accordance with the SPREP Financial Regulations.


Our audit was completed on 15 April 2010 and our opinion is expressed as at that date.





**SPREP**  
Secretariat of the  
Pacific Regional  
Environment Programme

PO Box 240, Apia, Samoa  
E: [sprep@sprep.org](mailto:sprep@sprep.org)  
T: +685 21 929  
F: +685 20 231  
W: [www.sprep.org](http://www.sprep.org)

<b>MULTIPLE DONORS</b>	
<b>Grant to</b>	
<b>Secretariat of the Pacific Regional Environment Programme</b>	
<b>Project Title:</b>	<b>2510 - Parties to the Waigani Convention</b>
<b>Period:</b>	<b>01 January 2009 to 31 December 2009</b>
<b>Currency:</b>	<b>US DOLLARS</b>
<b>Cashflow Statement</b>	<b>USD</b>
Opening Cash Balance 01-Jan-09	25,566
Add: Contributions Received this Period - Niue	703
<b>Total Cash Available</b>	<b>26,269</b>
Less: Total Expenditure Incurred (attached)	(4,000)
<b>Closing Cash Balance as at 31-Dec-09</b>	<b><u>\$22,269</u></b>
Certified Correct:	
	
Alofa Tu'uau Finance Manager	
30 July 2010	



**2510 - Parties to the Waigani Convention**  
**Expenditure 01 January 2009 to 31 December 2009**

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	USD
Publications	345.80
Technical Advisory Services Support	3,654.20
<b>Total Expenditure</b>	<b><u>4,000.00</u></b>

**SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME**

Fifth Meeting of the Conference of the Parties to the Convention to Ban the Importation into Forum Island Countries of Hazardous and Radioactive Wastes and to Control the Transboundary Movement and the Management of Hazardous Wastes within the South Pacific Region (Waigani Convention)

Madang, Papua New Guinea

3 September 2010

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**Agenda Item 8: Consideration and Adoption of the Core Budget for the Biennium 2011-2012****Purpose**

1. To present the core budget for 2011-2012 for consideration and adoption by the Meeting.

**Background**

2. The budget was prepared in accordance with the Financial Rules of the Convention and is attached as WP.8.1.

3. The status of Parties' contributions to the Convention as at December 2009 is attached as WP.8.2.

**Recommendations**

4. The Meeting is invited:

- to **consider** and **approve** the budget and contributions.
  - to **commit** to meet promptly all outstanding contributions.
-



**WAIGANI CONVENTION CORE BUDGET**  
2011- 2012

**EXPENDITURE (USD)**

**1 6th Conference of the Parties, 2012**

Per diem - participants (Small Island States)

- Cook Islands	2 days	420	
- Kiribati	2 days	420	
- Niue	2 days	420	
- Tuvalu	2 days	420	1,680

Resource person x 2 1,800

Other Meeting Costs

- Secretariat Support		4,358	
- Communications		500	
- Photocopying and stationery		500	
- Catering (Morning/Afternoon teas)		150	
- Other costs (venue, cocktails etc)		2,000	7,508

**\$ 10,988**

**2 Technical Advisory Services and Support to Parties, 2011-2012**

**\$ 8,000**

**3 4th STAC (STAC4) and 3rd Steering Committee Meeting (SCPRC3)**

**\$ 35,000**

**TOTAL EXPENDITURE**

**\$ 53,988**

**WAIGANI CONVENTION CONTRIBUTIONS FOR 2011-2012**

Australia	40.000%	21,595
Cook Islands	2.000%	1,080
Federated States of Micronesia	2.000%	1,080
Fiji	2.000%	1,080
Kiribati	2.000%	1,080
New Zealand	40.000%	21,595
Niue	2.000%	1,080
Papua New Guines	2.000%	1,080
Samoa	2.000%	1,080
Solomon Islands	2.000%	1,080
Tonga	2.000%	1,080
Tuvalu	2.000%	1,080

**TOTAL CONTRIBUTIONS**

**\$ 53,988**

Status of Contributions

**Noumea Convention (Project 2505)**  
**Payment Schedule as at 31.12.09**

	CP	PR as at 31.12.03	Bal as at 31.12.03	PR as at 31.12.04	Bal as at 31.12.04	CP 2005 -2006	PR as at 31.12.05	Bal as at 31.12.05	PR as at 31.12.06	Bal as at 31.12.06	CP 2007 -2008	PR as at 31.12.07	Bal as at 31.12.07	PR as at 31.12.08	Bal as at 31.12.08	CP 2009 - 2010	PR as at 31.12.09	Bal as at 31.12.09
Aust	5,947	0	5,947	(5,947)	0	6,386	(5,957)	429	(439)	(10)	5,368	(5,358)	0		0	3,376		3,376
Cooks	743	0	743	0	743	798	0	1,541	0	1,541	671	(2,212)	0		0	422		422
FSM	743	0	743	(743)	0	798	0	798	(798)	0	671		671		671	422		1,093
Fiji	743	(743)	0	0	0	798	(798)	0	0	0	671	(671)	0		0	422		422
France	5,947	(5,935)	12	0	12	6,386	0	6,398	0	6,398	5,368		11,766		11,766	3,376		15,142
RMI	743	(743)	0	0	0	798	0	798	0	798	671		1,469		1,469	422		1,891
Nauru	743	0	743	0	743	798	0	1,541	0	1,541	671		2,212		2,212	422		2,634
NZ	5,947	(5,947)	0	0	0	6,386	0	6,386	0	6,386	5,368		11,754		11,754	3,376	(3,376)	11,754
PNG	743	0	743	0	743	798	0	1,541	0	1,541	671		2,212		2,212	422		2,634
Solomons	743	0	743	0	743	798	0	1,541	0	1,541	671	(2,212)	0		0	422		422
USA	5,947	0	5,947	(6,000)	(53)	6,386	(7,000)	(667)	(7,000)	(7,667)	5,368	(7,000)	(9,299)	(7,000)	(16,299)	3,376		(12,923)
Samoa	743	0	743	0	743	798	0	1,541	(1,541)	0	671		671	(671)	0	422		422
<b>TOTAL</b>	<b>\$29,732</b>	<b>(\$13,368)</b>	<b>\$16,364</b>	<b>(\$12,690)</b>	<b>\$3,674</b>	<b>\$31,928</b>	<b>(\$13,755)</b>	<b>\$21,847</b>	<b>(\$9,778)</b>	<b>\$12,069</b>	<b>\$26,840</b>	<b>(\$17,453)</b>	<b>\$21,456</b>	<b>(\$7,671)</b>	<b>\$13,785</b>	<b>\$16,880</b>	<b>(\$3,376)</b>	<b>\$27,289</b>

PR = Payments Received  
 CP = Contribution Payable



## SECRETARIAT OF THE PACIFIC REGIONAL ENVIRONMENT PROGRAMME

Fifth Meeting of the Conference of the Parties to the Convention to Ban the Importation into Forum Island Countries of Hazardous and Radioactive Wastes and to Control the Transboundary Movement and the Management of Hazardous Wastes within the South Pacific Region (Waigani Convention)

Madang, Papua New Guinea

3 September 2010

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### Agenda Item 9: Business Plan for the Pacific Regional Centre (PRC)

#### Purpose

1. To present the Business Plan for the Pacific Regional Centre for consideration and approval by the Meeting.

#### Background

2. Under Article VII.2 of the Memorandum of Understanding Establishing the PRC, 2003, between the Secretariat of the Basel Convention and SPREP on behalf of its members, the Steering Committee of the PRC is responsible for developing a Business Plan of for the Centre to guide its activities.
3. The Business Plan as developed by SCRPC2 meeting is found at ANNEX 3: PRC Business Plan 2011-2012 (see WP 4.2)

#### Recommendations

4. The Meeting is invited:
    - to **consider** and **approve** the Business Plan for the PRC.
- 

30 July 2010