
Economic Commission for Europe

Conference of the Parties to the Convention on the Transboundary Effects of Industrial Accidents

Seventh meeting

Stockholm, 14–16 November 2012

Informal notes and practical information for delegates

Note by the secretariat

Contents

1. Registration, credentials and statements
2. Arriving by air: transfer to the city
3. Hotels in Stockholm
4. Venue and access
5. Documentation – a paperless meeting
6. Dining & social activities
7. Contacts
8. Provisional programme

1. Registration, credentials and statements

Only persons identified in the participants list will be allowed to enter the venue. Advance registration is therefore obligatory. Registration is by completing and submitting the registration form available on the meeting website. You should plan to arrive at the meeting room no later than 9:30 a.m. on 14 November 2012, to complete any formalities. The meeting will begin at 10 a.m. precisely.

Your delegation should present its credentials to the secretariat before the meeting opens. This may be done on arrival in Stockholm. However, the secretariat would appreciate receiving a copy of the credentials in advance by fax or scanned by e-mail; the fax number is +41 22 917 0107, the e-mail address is teia.conv@unece.org. Model credentials are available on the meeting website (www.unece.org/env/teia/cop7.html). The credentials must be signed by the Head of State, the Head of Government or the Minister for Foreign Affairs; credentials signed by a Minister who is not Minister of Foreign Affairs do **not** comply. Only delegations with correct credentials will be able to take part in a vote and to adopt decisions.

2. Arriving by air: transfer to the city

The fast way of travelling from Arlanda Airport to Stockholm is by train. This takes approximately 20 minutes and costs about 26 Euro (260 SEK) for a one-way ticket. The cheap way is by bus, which takes approximately 40 min and costs about 10 Euro (99 SEK) for a one-way ticket.

On arrival at the railway station or bus station in the city centre, you can take the underground or metro (“Tunnelbana” in Swedish). For a map of the metro, see sl.se/Global/Pdf/Kartor/vTub_karta.pdf. One-way tickets cost about 4 Euro (44 SEK). For the Hilton Hotel or Sjöfartshotellet, take the Green line metro in the direction of Hagsätra, Farsta strand or Skarpnäck, or take the Red line towards Furuäng or Norsbro. If you are staying at the Hilton Hotel or Sjöfartshotellet, exit at the station called Slussen, which is the second stop from the railway station.

3. Hotels in Stockholm

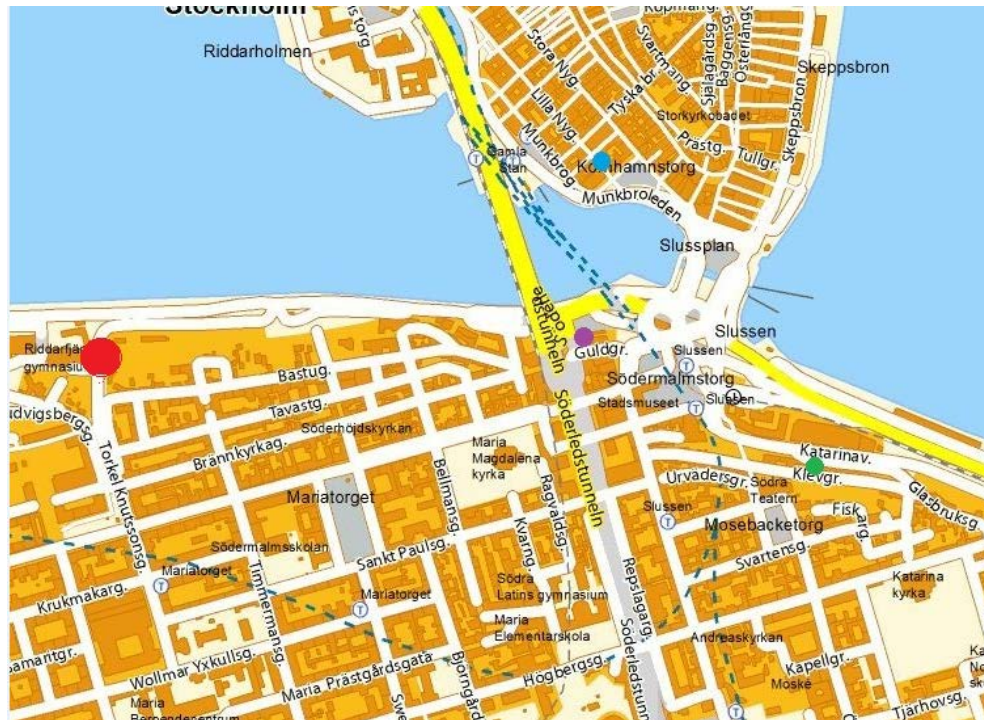
The secretariat is unable to recommend hotels. The host country arranged preferential rates at the Hilton Hotel and Sjöfartshotellet in the Slussen area of Stockholm, but this arrangement has now lapsed. However, information on hotels is available from the Stockholm Visitors Board. See its website at www.visitstockholm.com/en/.

4. Venue and access

The meeting will be held in the Mälarsalen Room of the Münchenbryggeriet Event and Konferens (The Brewery Conference Centre, see www.m-b.se/eng). The Conference Centre is located at the street address Torkel Knutssonsgatan 2, Stockholm, which is at least 15 minutes by foot from the Hilton Hotel, 20 minutes from the Sjöfartshotellet (see map overleaf).

The main entrance to the Conference Centre is shown in the photograph. There will be a sign for the meeting at the entrance. Go through this arched entrance, walk across a parking area and through a second archway. You will see the correct entrance to the building ahead of you. Enter the building and climb the stairs, or take the lift, to the seventh floor.





- Red dot – Munchenbryggeriet, the meeting venue
- Lilac dot – Hotel Hilton
- Green dot – Sjöfartshotellet
- Blue dot – Rica Hotel Gamla Stan (another possible hotel)

5. In the meeting room: a paperless meeting with interpretation

No paper copies of the meeting documentation – whether official or unofficial – will be available in the meeting room. It is therefore essential to bring all documents that you need with you, either printed out or on a computer. A wireless internet connection and a number of power sockets will be provided in the meeting room.

Electrical power in Sweden is at 220–240 Volts. Power sockets are Type C European CEE 7/16 Europlug or Type E/F European CEE 7/4 or CEE 7/5 Schuko, as shown below.



The meeting will be held in the three official languages (English, French and Russian), with simultaneous interpretation. The seminar organized by Sweden in the afternoon of 15 November will be in English and Russian only.

6. Dining & social activities

The host country is generously providing coffee breaks and lunches in the Conference Centre, free of charge.

Sweden is also inviting all participants to a dinner in the evening of Wednesday, 14 November, immediately after the meeting ends for the day (i.e. no time to return to hotels). Buses will take the delegates directly from the meeting to the Vasa Museum. After the dinner, the buses will return to the Slussen area of the city.

Finland is kindly hosting a reception in the evening of Thursday, 15 November, again immediately after the meeting ends for the day and with the same transport arrangements. The reception will be held in the Embassy of Finland, situated at Gärdet in Stockholm, between approximately 6 and 8 p.m. The buses are therefore expected to return early to the Slussen area on the Thursday.

7. Contacts

If you need to contact the host country authorities regarding practical matters, please address:

Swedish Civil Contingencies Agency
(Mr. Pär Ryen)
SE-651 81 Karlstad, Sweden
Tel.: +46 10 240 5401
Fax: +46 10 240 5600
E-mail: par.ryen@msb.se

To contact the secretariat of the United Nations Economic Commission for Europe, please address:

UNECE Secretariat
Environment Division (Ms. Olga Carlos)
Palais des Nations, 8-14, Avenue de la Paix, Geneva, Switzerland
Tel.: +4122 917 1926
Fax: +41 22 917 0107
E-mail: teia.conv@unece.org

8. Programme

<i>Indicative timing</i>	<i>Agenda item</i>	<i>Key documents</i>	<i>Key actions</i>
Wednesday, by 09:30	Registration		Delegations should submit credentials.
10–11:20 a.m.	1. Adoption of the agenda	ECE/CP.TEIA/23 (Annotated provisional agenda)	The meeting will be invited to adopt the agenda.
	2. Representation and credentials	ECE/CP.TEIA/2012/1 (Ratification status)	The meeting will be invited to accept the report on credentials. The meeting might note the representation. The meeting might note the status of contacts.
	3. Report of the Bureau on the activities under the Convention since the sixth meeting of the Conference of the Parties	ECE/CP.TEIA/2012/2 (Report of the Bureau)	The meeting will be invited to endorse the report of the Bureau. The meeting might request the Bureau report again to the next meeting.
	Coffee break (<i>approximate timing</i>)		
11:40 a.m.– 1 p.m.	4. Election of officers and other members of the Bureau of the Conference of the Parties		The meeting should elect the Chair, two Vice-Chairs and up to seven other members of the Bureau.
	5. Implementation of the Convention	ECE/CP.TEIA/2012/2 (Report of the Bureau)	
	(a) Activities of the Working Group on Implementation and the sixth report of the Convention's implementation	ECE/CP.TEIA/2012/3 (Sixth report on implementation)	The meeting will be invited to adopt the sixth report on implementation. The meeting might consider whether it wishes to comment on the failure to report on implementation by all beneficiary countries within the Assistance Programme that are not Parties, despite an earlier commitment to report.

<i>Indicative timing</i>	<i>Agenda item</i>	<i>Key documents</i>	<i>Key actions</i>
			<p>The meeting might consider the failure to report by one Party.</p> <p>The meeting might request the preparation of a seventh report on implementation.</p>
Wednesday, 1–3 p.m.	Lunch		
3–4:20 p.m.	5. Implementation of the Convention		
	(a) Activities of the Working Group on Implementation and the sixth report of the Convention's implementation (<i>continued</i>)		
	(b) Election of members of the Working Group on Implementation for 2013–2014		The meeting should elect up to 10 members of the Working Group on Implementation.
	6. Use of financial resources in 2011–2012	ECE/CP.TEIA/4 (Use of financial resources in 2011–2012)	<p>The meeting will be invited to endorse the report on the use of financial resources.</p> <p>The meeting might request a next report on the use of financial resources in 2013–2014.</p>
	Coffee break (<i>approximate timing</i>)		
4:40–6 p.m.	7. Involvement of Parties and other stakeholders		The meeting will be invited to take note of the information presented.
	8. Exchange of information		
	(a) Report on the joint seminar on land-use planning around hazardous industrial sites		<p>The meeting might discuss the outcome of the seminar.</p> <p>Delegations might consider implications for the new workplan.</p>

<i>Indicative timing</i>	<i>Agenda item</i>	<i>Key documents</i>	<i>Key actions</i>
	(b) Report on the workshop on cost-effectiveness for major accident prevention		The meeting might discuss the outcome of the workshop. Delegations might consider implications for the new workplan.
Wednesday	15. Plan of action under the Convention <i>(to be continued on Friday)</i>	ECE/CP.TEIA/2012/9 (Priorities, workplan and resources for 2013–2014) ECE/CP.TEIA/2012/10 (Recommendations from workshops and seminars held)	Delegations might familiarize themselves with the draft workplan (adoption expected on the Friday). Delegations might also pledge financial and in-kind contributions to the budget. The meeting might welcome such pledges. The meeting might urge other Parties and other UNECE member countries to provide voluntary financial and in-kind contributions to the budget, including for ensuring adequate human resources in secretariat.
6 p.m. onwards	Dinner at Vasa Museum, hosted by Sweden		
Thursday, 10–11 a.m.	9. Assistance Programme	ECE/CP.TEIA/2012/2 (Report of the Bureau)	
	(a) Progress report on the activities carried out within the Programme's preparatory and implementation phases	ECE/CP.TEIA/2012/5 (Progress report on the Assistance Programme for 2011–2012)	The meeting will be invited to endorse the progress report. The meeting might request a next report on progress achieved in 2013–2014. The meeting might also invite other States to join the Programme.
	Coffee break <i>(approximate timing)</i>		

<i>Indicative timing</i>	<i>Agenda item</i>	<i>Key documents</i>	<i>Key actions</i>
Thursday, 11:20 a.m.– 1 p.m.	(b) Indicators and criteria for the Strategic Approach for the implementation phase of the Assistance Programme		<p>The meeting might remind all beneficiary countries of their obligation to carry out self-evaluations and to submit action plans</p> <p>The meeting might invite the Bureau to consider action plans, to consider project proposals and to seek donor support for them.</p> <p>The meeting might also clarify the roles for the Programme of the Bureau and the Working Group on Implementation.</p>
	11. Financing	ECE/CP.TEIA/2012/6 (Draft sustainable financial mechanism)	The meeting will be invited to adopt a sustainable financial mechanism.
1–2:30 p.m.	Lunch		
2:30–3:50 p.m.	8. Exchange of information		
	(c) Seminar on how national authorities can support local authorities in preparedness and response	Seminar programme (informal)	
	Coffee break (<i>approximate timing</i>)		
4:10–5:30 p.m.	(c) Seminar on how national authorities can support local authorities in preparedness and response (<i>continued</i>)		<p>The meeting might discuss a follow-up to the seminar.</p> <p>Delegations might consider implications for the new workplan.</p>
5:30 p.m. onwards	Dinner at the Embassy of Finland, hosted by Finland		

<i>Indicative timing</i>	<i>Agenda item</i>	<i>Key documents</i>	<i>Key actions</i>
Friday, 9:30–11 a.m.	10. Strategic partnerships		The meeting will be invited to take note of the information presented. The meeting might identify follow-up actions.
	12. UNECE Industrial Accident Notification System	ECE/CP.TEIA/2012/1 (Ratification status)	The meeting will be invited to take note of the outcome of the electronic consultation.
		ECE/CP.TEIA/2012/2 (Report of the Bureau)	The meeting might decide on the future direction of the Industrial Accident Notification System and on further tests and exercises.
		CP.TEIA/B/2012/INF.3 (Results of the electronic consultation of the points of contact)	The meeting might discuss possible use of the European Union's Major Accident Reporting System (MARS).
	13. Prevention of accidental water pollution	ECE/CP.TEIA/2012/2 (Report of the Bureau)	
	(a) Joint Expert Group on Water and Industrial Accidents		The meeting might take note of the information presented and decide upon future steps, particularly regarding guidelines for crisis management.
Coffee break (<i>approximate timing</i>)			
11:20 a.m.– 12:30 p.m.	(b) Report of the seminar on the occasion of the twenty-fifth anniversary of the Sandoz accident		The meeting might discuss the outcome of the seminar. Delegations might consider implications for the new workplan.
	(c) Activities related to the Protocol on Civil Liability and Compensation for Damage Caused by the Transboundary Effects of Industrial Accidents on Transboundary Waters	ECE/CP.TEIA/2012/7 (Protocol on Civil Liability)	The meeting will be invited to consider the results of the first step of the three-step approach, to decide when and how to implement the second and third steps and to commit the necessary funds.

<i>Indicative timing</i>	<i>Agenda item</i>	<i>Key documents</i>	<i>Key actions</i>
Friday	14. Possible amendment of the Convention	<p>ECE/CP.TEIA/2012/8 (Possible amendment of the Convention)</p> <p>CP.TEIA/B/2012/INF.2 (Possible amendments to the Convention)</p>	<p>The meeting will be invited to decide whether to draft an amendment to annex I.</p> <p>The meeting will also be invited to decide on whether to evaluate and possibly draft amendments to other provisions and to identify those provisions to be possibly amended.</p> <p>The meeting might decide on tasks to assign to the Working Group on Development.</p> <p>The meeting might ask the Bureau to identify a Chair of the Working Group.</p> <p>The meeting will also be invited to decide whether the Committee on Environmental Policy's criteria for financial support should be applied to meetings of the Working Group.</p> <p>In addition, the meeting will be invited to decide that a second meeting of the Working Group should be presented with a draft proposed amendment as an official document, translated in the official languages.</p> <p>Finally, the meeting might decide to ask the secretariat to organize the publication of the Convention once amended.</p>
12:30–2:30 p.m.	Lunch		

<i>Indicative timing</i>	<i>Agenda item</i>	<i>Key documents</i>	<i>Key actions</i>
Friday, 2:30–4 p.m.	14. Possible amendment of the Convention (<i>continued</i>)		
	15. Plan of action under the Convention (<i>continued from Wednesday</i>)	<p>ECE/CP.TEIA/2012/9 (Priorities, workplan and resources for 2013–2014)</p> <p>ECE/CP.TEIA/2012/10 (Recommendations from workshops and seminars held)</p>	<p>The meeting will be invited to discuss and adopt a new workplan and decide upon resources.</p> <p>The meeting might request all Parties, and invite other UNECE member countries, to participate actively in implementation of workplan, and invite them to take the lead in specific activities.</p> <p>The meeting will be invited to mandate the Bureau to oversee implementation of the workplan and to raise additional funds for requested activities under the Assistance Programme.</p> <p>The meeting might also request the secretariat to manage activities contained in the workplan, in particular under the Assistance Programme, and to manage voluntary financial contributions in agreement with the donor countries or institutions.</p> <p>The meeting might further request the Bureau to draw up, with the support of the secretariat, a budget for 2015–2016 for adoption at the next meeting.</p> <p>The meeting will also be invited to ask the UNECE Executive Secretary to continue supporting the work under Convention by organizing the activities planned in the workplan and providing formal documentation for these activities.</p> <p>The meeting will further be invited to decide on criteria for financial support for participants in events under the Convention.</p>
Coffee break (<i>approximate timing</i>)			

<i>Indicative timing</i>	<i>Agenda item</i>	<i>Key documents</i>	<i>Key actions</i>
Friday, 4:20–5:30 p.m.	16. Date and venue of the eighth meeting of the Conference of the Parties		The meeting will be invited to decide on the date of the next meeting. Delegations might offer to host the next meeting.
	17. Other business		
	18. Review of decisions		The meeting will be invited to entrust the secretariat, in consultation with the Bureau, to finalize the report of the meeting.
	19. Final statements and closing of the meeting		