

Procedure for including new substances into the POPs Protocol

Informal document for WGSR45 (September 2009)
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According to the POPs Protocol (art. 14) any Party may submit amendments e.g. a new substance for inclusion in one or more annexes to the Protocol. The submission starts a series of events/milestones that are step by step sketched in this document. The timing for each step is determined by the date of the annual EB meeting, which in the below example is December 200X.

Submission of a dossier for a substance

A Party who wants to submit a substance for inclusion into the annexes of the Protocol needs to deliver a dossier meeting the requirements of EB Decision 1998/2 90 days before the next EB.

September 200X

Secretariat upon receipt of submission dossier

The secretariat informs Parties and places the submission letter and dossier of the substance on the website of the Convention. **September 200X**

Comments to the dossier

Up until the EB meeting Parties, ngo's etc may send comments to the dossier to the secretariat. The secretariat places these comments on the website of the Convention. **September-December 200X**

Dossier acceptable?

At the EB meeting Parties to the Protocol decide if the dossier is deemed acceptable. At the EB meeting the secretariat reports on the dossier. The report of the secretariat only checks if the dossier is complete (Dossier addresses all items of EB 1998/2).

If the dossier is acceptable the TF POP is given the task to start the Track A review (is the substance a POP) and Track B review (socio-economic evaluation and management options). The proposing Party is asked to summarise the received comments and if appropriate update the dossier with an addendum. **December 200X**

Reviews by the TFPOP

In the reviews performed up to now the TF used reviewers for the Track A and the Track B reviews. The reviewers are asked to review the dossier (plus addendum if this is the case) and the summarised comments. The reviewers may look at other information e.g. the original comments given to the dossier but they do not have to do that. The TF discusses the reviews by the reviewers and decide on the report to the WGSR. **January- June 200X +1**

Meeting TFPOP

Review if the substance would be a POP under the Protocol and report to the WGSR (Track A), Give a progress report to the WGSR on the socio-economic information and management options in the dossier (Track B 1st year). **June 200X +1**

Meeting WGSR

The WGSR discuss the reports of the TFPOP and gives advice to the Executive Body. **September 200X +1**

Meeting EB

Parties to the POP Protocol decide if the substance is a POP under the Protocol. If this is the case the TFPOP will be asked to develop management options for the substance (2nd year of Track B. **December 200X +1**

Track B management document for the TPOP

The proposing country is asked to prepare a management document with further socio-economic information including possible management options for discussion in the TFPOP. **January-June 200X+2**

Meeting TFPOP

The TFPOP discusses the management document and reports its findings to the WGSR. **June 200X+2**

Meeting WGSR

The WGSR discuss the reports of the TFPOP and gives advice to the Executive Body. The WGSR may already negotiate on the way the substance could land in the annexes if they have been given the mandate to do so by the Parties in the EB. **September 200X +2**

Meeting EB

The Parties in the EB may give the WGSR a mandate to negotiate the way the substance should be placed in the annexes of the Protocol or adopt the outcome of the negotiations by the WGSR if this mandate has already been given to the WGSR. **December 200X+2**