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**ECONOMIC COMMISSION FOR EUROPE**

Meeting of the Parties to the  
Convention on Access to Information,  
Public Participation in Decision-making and  
Access to Justice in Environmental Matters

(First meeting, Lucca, Italy, 21-23 October 2002)  
(Item 6 (b) of the provisional agenda)

**DRAFT DECISION I/8  
REPORTING REQUIREMENTS**

The Meeting.

Recalling article 10, paragraph 2, of the Convention, which states that, at their meetings, the Parties shall keep under continuous review the implementation of the Convention on the basis of regular reporting by the Parties,

Recognizing that reporting is a vital element in ensuring that it is informed about activities undertaken by Parties pursuant to the Convention,

Recognizing also that regular reporting by Parties provides important contextual information which will facilitate the assessment of compliance under the Convention and thereby contribute to the work of the Compliance Committee,

Believing that public involvement in the process of reporting is likely to improve the quality and accuracy of reports and to strengthen the credibility of the reporting process,

Noting that regular reporting by Parties may also serve as a means to keep the public informed of measures taken by Parties to implement the Convention,

Taking into account the objective of a simple, concise and not excessively burdensome reporting mechanism,

Recognizing that using a standard format for reporting will provide a useful structure for organizing the information received and will facilitate the incorporation of relevant parts of the reports into a database, as well as contribute to the comparability of reports,

Emphasizing the importance of timely submission of reports,

1. Requests each Party to submit to the secretariat, in advance of the second ordinary meeting of the Parties, or in advance of the first ordinary meeting of the Parties following the entry into force of the Convention for that Party, whichever is the later, a report on:

(a) The necessary legislative, regulatory or other measures that it has taken to implement the provisions of the Convention; and

(b) Their practical implementation,

in accordance with the format set out in the annex to this decision;

2. Also requests each Party in advance of each subsequent meeting of the Parties to review the report and to prepare and submit an updated version of it to the secretariat;

3. Furthermore requests the Parties to prepare their reports through a transparent and consultative process involving the public;

4. Requests that such reports should be submitted to the secretariat electronically and on paper in one of the official languages of the Convention, as well as in the language(s) of the Party, so as to arrive no later than 120 days before the meeting of the Parties for which they are submitted;

5. Requests the secretariat to prepare a synthesis report for each meeting of the Parties summarizing the progress made and identifying significant trends, challenges and solutions (“synthesis report”);

6. Invites Signatories and other States not Party to the Convention, pending their ratification or accession, to submit reports on measures taken to apply the Convention, in accordance with the aforementioned procedures;

7. Invites international, regional and non-governmental organizations engaged in programmes or activities providing support to Parties and/or other States in the implementation of the Convention to provide the secretariat with reports on their programmes or activities and lessons learned;

8. Requests the secretariat to:

(a) Circulate the synthesis report and the reports referred to in paragraphs 1 and 2 in the official languages of the Convention, as well as reports submitted to it in accordance with paragraphs 6 and 7, to the Meeting of the Parties; and

(b) Post these reports on the UNECE web site in the languages in which they are available;

9. Invites Parties and other States preparing their reports to consider adapting these to provide guidance to members of the public on the exercise of their rights under the Convention and the relevant implementing legislation.

Annex

**FORMAT FOR AARHUS CONVENTION IMPLEMENTATION REPORT  
CERTIFICATION SHEET**

The following report is submitted on behalf of \_\_\_\_\_ [name of the Party or the Signatory] in accordance with decision I/8

<b>Name of officer responsible for submitting the national report:</b>	
<b>Signature:</b>	
<b>Date:</b>	

**IMPLEMENTATION REPORT**

**Please provide the following details on the origin of this report**

<b>Party</b>	
<b>National Focal Point</b>	
Full name of the institution:	
Name and title of officer:	
Postal address:	
Telephone:	
Fax:	
E-mail:	
<b>Contact officer for national report (if different):</b>	

Full name of the institution:	
Name and title of officer:	
Postal address:	
Telephone:	
Fax:	
E-mail:	

*Provide brief information on the process by which this report has been prepared, including information on which types of public authorities were consulted or contributed to its preparation, on how the public was consulted and how the outcome of the public consultation was taken into account and on the material which was used as a basis for preparing the report.*

*Answer:*

*Report any particular circumstances that are relevant for understanding the report, e.g. whether there is a federal and/or decentralized decision-making structure, whether the provisions of the Convention have a direct effect upon its entry into force, or whether financial constraints are a significant obstacle to implementation (optional).*

*Answer:*

**Article 3**

**List legislative, regulatory and other measures that implement the general provisions in paragraphs 2, 3, 4, 7 and 8 of article 3.**

Explain how these paragraphs have been implemented. In particular, describe:

- (a) With respect to **paragraph 2**, measures taken to ensure that officials and authorities assist and provide the required guidance;
- (b) With respect to **paragraph 3**, measures taken to promote education and environmental awareness;
- (c) With respect to **paragraph 4**, measures taken to ensure that there is appropriate recognition of and support to associations, organizations or groups promoting environmental protection;
- (d) With respect to **paragraph 7**, measures taken to promote the principles of the Convention internationally;
- (e) With respect to **paragraph 8**, measures taken to ensure that persons exercising their rights under the Convention are not be penalized, persecuted or harassed.

*Answer:*

Describe any **obstacles encountered** in the implementation of any of the paragraphs of article 3 listed above.

*Answer:*

Provide further information on the **practical application of the general provisions of the Convention.**

*Answer:*

Give relevant web site addresses, if available:

#### Article 4

**List legislative, regulatory and other measures that implement the provisions on access to environmental information in article 4.**

Explain how each paragraph of article 4 has been implemented. Describe the transposition of the relevant definitions in article 2 and the non-discrimination requirement in article 3, paragraph 9. Also, and in particular, describe:

- (a) With respect to **paragraph 1**, measures taken to ensure that:
  - (i) Any person may have access to information without having to state an interest;
  - (ii) Copies of the actual documentation containing or comprising the requested information are supplied;
  - (iii) The information is supplied in the form requested;
- (b) Measures taken to ensure that the time limits provided for in **paragraph 2** are respected;
- (c) With respect to **paragraphs 3 and 4**, measures taken to:
  - (i) Provide for exemptions from requests;
  - (ii) Ensure that the public interest test at the end of paragraph 4 is applied;
- (d) With respect to **paragraph 5**, measures taken to ensure that a public authority that does not hold the environmental information requested takes the necessary action;
- (e) With respect to **paragraph 6**, measures taken to ensure that the requirement to separate out and make available information is implemented;
- (f) With respect to **paragraph 7**, measures taken to ensure that refusals meet the time limits and the other requirements with respect to refusals;
- (g) With respect to **paragraph 8**, measures taken to ensure that the requirements on charging are met.

*Answer:*

Describe any **obstacles encountered** in the implementation of any of the paragraphs of article 4.

*Answer:*

Provide further information on the <b>practical application of the provisions on access to information</b> , e.g. are there any statistics available on the number of requests made, the number of refusals and their reasons?
<i>Answer:</i>
Give relevant web site addresses, if available:

### Article 5

<p><b>List legislative, regulatory and other measures that implement the provisions on the collection and dissemination of environmental information in article 5.</b></p> <p>Explain how each paragraph of article 5 has been implemented. Describe the transposition of the relevant definitions in article 2 and the non-discrimination requirement in article 3, paragraph 9. Also, and in particular, describe:</p> <ul style="list-style-type: none"><li>(a) With respect to <b>paragraph 1</b>, measures taken to ensure that:<ul style="list-style-type: none"><li>(i) Public authorities possess and update environmental information;</li><li>(ii) There is an adequate flow of information to public authorities;</li><li>(iii) In emergencies, appropriate information is disseminated immediately and without delay;</li></ul></li><li>(b) With respect to <b>paragraph 2</b>, measures taken to ensure that the way in which public authorities make environmental information available to the public is transparent and that environmental information is effectively accessible;</li><li>(c) With respect to <b>paragraph 3</b>, measures taken to ensure that environmental information progressively becomes available in electronic databases which are easily accessible to the public through public telecommunications networks;</li><li>(d) With respect to <b>paragraph 4</b>, measures taken to publish and disseminate national reports on the state of the environment;</li><li>(e) Measures taken to disseminate the information referred to in <b>paragraph 5</b>;</li><li>(f) With respect to <b>paragraph 6</b>, measures taken to encourage operators whose activities have a significant impact on the environment to inform the public regularly of the environmental impact of their activities and products;</li><li>(g) Measures taken to publish and provide information as required in <b>paragraph 7</b>;</li></ul>
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(h) With respect to **paragraph 8**, measures taken to develop mechanisms with a view to ensuring that sufficient product information is made available to the public;

(i) With respect to **paragraph 9**, measures taken to establish a nationwide system of pollution inventories or registers.

*Answer:*

Describe any **obstacles encountered** in the implementation of any of the paragraphs of article 5.

*Answer:*

**Provide further information on the practical application of the provisions on the collection and dissemination of environmental information in article 5, e.g. are there any statistics available on the information published?**

*Answer:*

Give relevant web site addresses, if available:

## Article 6

**List legislative, regulatory and other measures that implement the provisions on public participation in decisions on specific activities in article 6.**

Explain how each paragraph of article 6 has been implemented. Describe the transposition of the relevant definitions in article 2 and the non-discrimination requirement in article 3, paragraph 9. Also, and in particular, describe:

- (a) With respect to **paragraph 1**, measures taken to ensure that:
- (i) The provisions of article 6 are applied with respect to decisions on whether to permit proposed activities listed in annex I to the Convention;
  - (ii) The provisions of article 6 are applied to decisions on proposed activities not listed in annex I which may have a significant effect on the environment;

(b) Measures taken to ensure that the public concerned is informed, early in an environmental decision-making procedure, and in an adequate, timely and effective manner, of the matters referred to in **paragraph 2**;

(c) Measures taken to ensure that the time frames of the public participation procedures respect the requirements of **paragraph 3**;

(d) With respect to **paragraph 4**, measures taken to ensure that there is early public participation;

(e) With respect to **paragraph 5**, measures taken to encourage prospective applicants to identify the public concerned, to enter into discussions, and to provide information regarding the objectives of their application before applying for a permit;

(f) With respect to **paragraph 6**, measures taken to ensure that:

(i) The competent public authorities give the public concerned all information relevant to the decision-making referred to in article 6 that is available at the time of the public participation procedure;

(ii) In particular, the competent authorities give to the public concerned the information listed in this paragraph;

(g) With respect to **paragraph 7**, measures taken to ensure that procedures for public participation allow the public to submit comments, information, analyses or opinions that it considers relevant to the proposed activity;

(h) With respect to **paragraph 8**, measures taken to ensure that in a decision due account is taken of the outcome of the public participation;

(i) With respect to **paragraph 9**, measures taken to ensure that the public is promptly informed of a decision in accordance with the appropriate procedures;

(j) With respect to **paragraph 10**, measures taken to ensure that when a public authority reconsiders or updates the operating conditions for an activity referred to in paragraph 1, the provisions of paragraphs 2 to 9 are applied making the necessary changes, and where appropriate;

(k) With respect to **paragraph 11**, measures taken to apply the provisions of article 6 to decisions on whether to permit the deliberate release of genetically modified organisms into the environment.

*Answer:*

Describe any <b>obstacles encountered</b> in the implementation of any of the paragraphs of article 6.
<i>Answer:</i>
<b>Provide further information on the practical application of the provisions on public participation in decisions on specific activities in article 6, e.g. are there any statistics or other information available on public participation in decisions on specific activities or on decisions not to apply the provisions of this article to proposed activities serving national defence purposes.</b>
<i>Answer:</i>
Give relevant web site addresses, if available:

**Article 7**

<b>List the appropriate practical and/or other provisions made for the public to participate during the preparation of plans and programmes relating to the environment. Describe the transposition of the relevant definitions in article 2 and the non-discrimination requirement in article 3, paragraph 9.</b>
<i>Answer:</i>
<b>Explain what opportunities there are for public participation in the preparation of policies relating to the environment.</b>
<i>Answer:</i>
Describe any <b>obstacles encountered</b> in the implementation of article 7.
<i>Answer:</i>

<b>Provide further information on the practical application of the provisions on public participation in decisions on specific activities in article 7.</b>
<i>Answer:</i>
Give relevant web site addresses, if available:

**Article 8**

<b>Describe what efforts are made to promote effective public participation during the preparation by public authorities of executive regulations and other generally applicable legally binding rules that may have a significant effect on the environment. To the extent appropriate, describe the transposition of the relevant definitions in article 2 and the non-discrimination requirement in article 3, paragraph 9.</b>
<i>Answer:</i>
Describe any <b>obstacles encountered</b> in the implementation of article 8.
<i>Answer:</i>
<b>Provide further information on the practical application of the provisions on public participation in the field covered by article 8.</b>
<i>Answer:</i>
Give relevant web site addresses, if available:

### Article 9

**List legislative, regulatory and other measures that implement the provisions on access to justice in article 9.**

Explain how each paragraph of article 9 has been implemented. Describe the transposition of the relevant definitions in article 2 and the non-discrimination requirement in article 3, paragraph 9. Also, and in particular, describe:

- (a) With respect to **paragraph 1**, measures taken to ensure that:
  - (i) Any person who considers that his or her request for information under article 4 has not been dealt with in accordance with the provisions of that article has access to a review procedure before a court of law or another independent and impartial body established by law;
  - (ii) Where there is provision for such a review by a court of law, such a person also has access to an expeditious procedure established by law that is free of charge or inexpensive for reconsideration by a public authority or review by an independent and impartial body other than a court of law;
  - (iii) Final decisions under this paragraph are binding on the public authority holding the information, and that reasons are stated in writing, at least where access to information is refused;
- (b) Measures taken to ensure that within the framework of national legislation, members of the public concerned meeting the criteria set out in **paragraph 2** have access to a review procedure before a court of law and/or another independent and impartial body established by law, to challenge the substantive and procedural legality of any decision, act or omission subject to the provisions of article 6;
- (c) With respect to **paragraph 3**, measures taken to ensure that where they meet the criteria, if any, laid down in national law, members of the public have access to administrative or judicial procedures to challenge acts and omissions by private persons and public authorities which contravene provisions of national law relating to the environment;
- (d) With respect to **paragraph 4**, measures taken to ensure that:
  - (i) The procedures referred to in paragraphs 1, 2 and 3 provide adequate and effective remedies;
  - (ii) Such procedures otherwise meet the requirements of this paragraph;
- (e) With respect to **paragraph 5**, measures taken to ensure that information is provided to the public on access to administrative and judicial review.

*Answer:*

Describe any <b>obstacles encountered</b> in the implementation of any of the paragraphs of article 9.
<i>Answer:</i>
<b>Provide further information on</b> the practical application of the provisions on access to justice pursuant to article 9, <b>e.g. are there any statistics available on environmental justice and are there any assistance mechanisms to remove or reduce financial and other barriers to access to justice?</b>
<i>Answer:</i>
Give relevant web site addresses, if available:

**Articles 10-22 are not for national implementation.**

**General comments on the Convention's objective:**

If appropriate, indicate how the implementation of the Convention contributes to the protection of the right of every person of present and future generations to live in an environment adequate to his or her health and well-being.
<i>Answer:</i>