

**Framework Convention
for the Protection of the Marine
Environment of the Caspian Sea**

Distr.: General
... October 2015

Original: English

**CONFERENCE OF THE PARTIES
Sixth Meeting
... 2016, Baku, Azerbaijan**

Item ... of the provisional agenda

PROGRAMME OF WORK AND BUDGET 2016 - 2017

Introduction

Attached is the proposed Program of Work (POW) for 2016-2017.

The activities listed in the POW are building on the implementation of the decisions taken at COP5 and anticipate the implementation of the decisions which COP6 may wish to take.

The POW as proposed should be seen as the minimum requirement for the Convention process to bridge and overcome the complications of shifting and establishing a full Secretariat in the region.

The finance section of the POW includes information on the proposed sources and modalities of funding, while the Appendix details the composition of the Secretariat and its cost as far as they will have to be charged to the Trust Fund of Convention referred to below.

COP5 requested UNEP through its Regional Office for Europe to carry out the administration of the Tehran Convention Secretariat and for that purpose to establish a Trust Fund with mutually agreed terms of reference and budget subject to the decisions of the COP.

The United Nations Environment Assembly (UNEA) at its first session on 29 June 2014 authorized the Executive Director of UNEP to proceed as requested by COP5 (Decision 1/16).

The details – terms of reference and budget – of the proposed Trust Fund arrangement for 2016 – 2017 are contained in Annex I and II of document TC/COP6/.... The budget, meant to finance related parts of the POW, consists of the projected contributions of the Contracting Parties - US\$ 720,000 (72,000 per country per year), – the expected cash carry over from 2015 to 2016 – slightly over US\$ 340,000 - and arrears in contribution - US\$ 144,000 - which the I.R. of Iran is in the process of paying: in total US\$ 1,204,000.

In the proposed POW the Trust Fund is charged for US\$ 1,155,000, an amount lower than the amount of US\$ 1,204,000, now projected to be available. However, UNEP will charge a

program support cost of 13% of the expenditures charged to the Trust Fund amounting to around US\$ 150,000, which will raise the total amount needed to US\$ 1,305.000, slightly higher than the above mentioned available amount. It should be noted that 67% of the program support cost charges will be reinvested by UNEP to directly support the functioning of the Secretariat.

The above illustrates that what can be considered as a bare minimum program nevertheless will have used all financial reserves by the end of the biennium. Resource mobilization should therefore be high on the agenda of COP6.

The Conference of the Parties may wish to:

- Approve the Program of Work and note the proposed budget of the Tehran Convention for 2016-2017;
- Consider and decide how to increase the financial resources for the Convention process.

PROGRAMME OF WORK

1 January 2016 – 31 December 2017

Nº	Timeframe	Description of activity	Expected outputs	Implementation	Finance (US\$)
1.	Jan. 2016- Dec. 2017	Support to the established network of NCLOs	Operational network of NCLOs facilitating implementation Convention and Protocols	Governments with support TCS	120.000 (TF)
2.	Jan 2016- Dec. 2016	Finalization of administrative and financial arrangements for the Convention and Protocols	Fully staffed Secretariat in Baku Cash and in kind contributions by Contracting Parties secured	Governments with support TCS and UNEP	770,000 (TF) + contributions host country and contracting Parties (see Annex I)
3.	Jan. 2016- Dec. 2017	Implementation of National Convention Action Plans	NCAPs under implementation and reported on. Synthesis progress report prepared and submitted to COP7	Governments with support TCS TCS	National budgets 5000: Consultancy (TF)

№	Timeframe	Description of activity	Expected outputs	Implementation	Finance (US\$)
4.	Jan. 2016 – Dec 2017	Implementation of Aktau Protocol and private sector engagement	<p>Meeting early 2016 in Aktau to</p> <ul style="list-style-type: none"> - Celebrate entry into force of Protocol - Review and agree on implementation plan - engage private sector <p>Follow-up meetings and consultations with private sector</p> <p>Protocol Implementation Plan and private sector engagement strategy adopted at COP7</p>	<p>Governments with support TCS, IMO, international partners and private sector</p> <p>Idem</p> <p>Idem</p>	<p>Meeting cost: Kazakhstan, IMO, ENVSEC</p> <p>10,000: Consultancy to coordinate and lead private sector engagement efforts (TF)</p> <p>T.b.d. (EB funds)</p>
5.	Jan. 2016 – Dec. 2017	Ratification, entry into force and implementation of three protocols	<p>Priority agenda's developed, reviewed at meeting early 2017 and adopted at COP7, for implementation of :</p> <ul style="list-style-type: none"> - EIA Protocol - (Moscow) LBS Protocol - (Ashgabat) Biodiversity Protocol 	Governments with support of TCS and international partners	50,000: Meeting and consultancies (TF)
6.	Jan 2016 – Dec. 2017	Collaboration and agreements with other international organizations and entities	Meetings, consultations, joint programming and contributions to the work and activities of UNEP Regional Seas, CBD, IMO, ECE, Black Sea Commission, CASPCOM, etc	TCS	T.b.d (EB funds)

No	Timeframe	Description of activity	Expected outputs	Implementation	Finance (US\$)
7.	Jan 2016 – Dec. 2017	Monitoring, reporting and information exchange	<p>Draft Protocol on Information Exchange developed for consideration and adoption by COP7</p> <p>National reports and updated synthesis report prepared/ submitted to COP7</p> <p>EMP under implementation (two to three meetings WG on Monitoring)</p> <p>State of the Caspian Environment Report prepared</p> <p>Web-based Caspian Environment Information Centre in operation</p>	<p>Governments with support TCS</p> <p>Governments and TCS</p> <p>WG on Monitoring with support TCS, CaspCom a.o.</p> <p>Government focal points assisted by GRID-Arendal</p> <p>Information focal points with support of GRID-Arendal</p>	<p>100,000 (TF): Three meetings and consultancy</p> <p>(see under point 3)</p> <p>Combined with above protocol meetings</p> <p>76,000 (source t.b.d.)</p> <p>350,000 (BP and GRID-Arendal)</p>
8.	Jan. 2016 – Dec. 2017	Promoting cooperation with and support from GEF, EU and the oil, gas and shipping industry	GEF, EU and private sector support for the implementation of the POW secured	Governments with support of TCS and international partners	
9.	Jan. 2016 – Dec. 2017	Outreach and stakeholder involvement.	<p>Public participation strategies under implementation as part of NCAPs</p> <p>Stakeholder networks and - representation in Convention meetings promoted</p> <p>Progress report on public participation prepared and submitted to COP7</p>	<p>Governments with TCS support</p> <p>idem</p>	<p>National budgets</p> <p>50,000: Meetings and travel support (TF)</p>

№	Timeframe	Description of activity	Expected outputs	Implementation	Finance (US\$)
			Caspian Day celebrations 2016 and 2017 in five Caspian countries	idem	50.000 (TF)
10.	2016 and 2017	Two Regional Preparatory Meetings for COP7	<p>PrepCom in fall 2016 to conduct and finalize negotiations on outstanding issues, review docs and prepare decisions of COP5</p> <p>PrepCom in September 2017 to conduct/finalize negotiations on outstanding issues, review docs and prepare decisions COP6</p>	<p>Governments with TCS support</p> <p>Governments with TCS support</p>	<p>25,000 (UNEP) + contribution host country</p> <p>25,000 (UNEP) + contribution host country</p>
11.	Late 2017, I.R. of Iran	Seventh Meeting of the Conference of the Parties including First Meetings of Protocols in force	Ministerial Statement and Decisions	Governments with TCS support	25.000 (UNEP) + contribution IR Iran

ANNEX I

**Secretariat Cost in USD*
2016 – 2017**

Staffing			
	2016	2017	Total
Executive Secretary (P5)	180,000	180'000	360'000
Associate Programme Officer (P2)	110,000	110,000	220'000
Programme Officer (P3)			
Programme Officer (P3)			
Admin/Finance officer (P3)			
IT/Info/Communication Officer (P3)			
Secretary			
General support/driver			
Travel	60'000	60'000	120'000
Accommodation / Communication	35,000	35'000	70'000
TOTAL	385'000	385'000	770'000

* To be covered by the contributions of the Contracting Parties to the budget of the Convention (TF), in the understanding that equipped premises and support staff will be provided by the host country and that the non-budgeted P3 positions will be filled through secondments.