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**Joint meeting of the Bureaux of the sixth Conference
of the Parties to the Vienna Convention for the Protection
of the Ozone Layer and the sixteenth Meeting of the Parties
to the Montreal Protocol on Substances that Deplete the Ozone Layer**
Dakar, 10 December 2005

**Note by the Secretariat for the joint meeting of the Bureaux of
the sixth meeting of the Conference of the Parties to the Vienna
Convention and the Sixteenth Meeting of the Parties to the
Montreal Protocol**

Introduction

1. The present note covers the matters included in the provisional agenda for the joint meeting of the bureaux (document UNEP.OzL.Conv.6/Bur.2/1). Chapter I of the present note summarizes the actions taken on the decisions adopted by the Conference of the Parties to the Vienna Convention at its sixth meeting, held in Rome from 22 to 26 November 2002. Chapter II summarizes the actions taken on the decisions adopted by the Sixteenth Meeting of the Parties to the Montreal Protocol, held in Prague from 22 to 26 November 2004. Chapter III provides an overview of the working documents prepared for the joint seventh meeting of the Conference of the Parties to the Vienna Convention and seventeenth Meeting of the Parties to the Montreal Protocol, and also the related preparatory segment of the meeting. Chapter IV provides information on the provisional agenda and the expected roadmap for the operation of the meetings and related activities which are expected to take place during the week from 10 December in Dakar.

**I. Action taken on decisions adopted by the Conference of the Parties to
the Vienna Convention at its sixth meeting**

2. The table in annex I to the present note provides a broad overview of the decisions adopted at the sixth meeting of the Conference of the Parties to the Vienna Convention, the actions required of the Secretariat on those decisions and the actions taken by the Secretariat on them since the sixth meeting of the Conference of the Parties. With regard to those decisions and other important actions related to the Vienna Convention, the Secretariat would like to highlight two specific activities.

(a) The Secretariat notes the efforts of the government of Austria, which, during the meeting of the Preparatory Committee for a Strategic Approach to International Chemicals Management (SAICM) in September, held a reception during which the twentieth anniversary of the Vienna Convention was celebrated. During the celebration, joint UNEP/World Meteorological Organization

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(WMO) awards were presented to key scientists for their contribution to the success of the Vienna Convention. The awards celebration will be repeated during the meeting in Dakar so that the “ozone family” can congratulate those key contributors on their worthy work;

(b) A second item relates to decision VI/2 of the Conference of the Parties, in which UNEP was requested to establish, in consultation with WMO, an extrabudgetary fund for receiving voluntary contributions from the Parties and international organizations for the purpose of funding Vienna-Convention-related research and observational activities in developing countries and countries with economies in transition. To date, in response to a letter from the Secretariat, the Trust Fund has received \$31,482. Its first expenditure was directed at meeting a critical need identified by the fifth meeting of the Ozone Research managers: assistance in the calibration of monitoring equipment to ensure accurate and timely monitoring. In that connection, a highly successful seminar on calibration of monitoring equipment was held in Cairo and the essential equipment of seven Article 5 parties was calibrated. At the upcoming meeting in Dakar, the Parties must review the interim arrangements which the Secretariat has made with WMO for the distribution of funding from the Trust Fund and determine whether to reauthorize the Fund, which will otherwise expire in 2007, i.e., before the eighth meeting of the Conference of the Parties to the Vienna Convention.

II. Actions taken on the decisions adopted by the Sixteenth Meeting of the Parties to the Montreal Protocol

3. The table in annex II to the present note provides a broad overview of the decisions adopted by the Sixteenth Meeting of the Parties, the actions required of the Secretariat on those decisions and the actions taken by the Secretariat on them since the Sixteenth Meeting of the Parties. With regard to those decisions and associated actions, the Secretariat would like to highlight two specific activities.

(a) Decision XVI/34 called on the Secretariat to seek opportunities to enhance cooperation with other conventions and organizations. In furtherance of that decision, the Secretariat sponsored a seminar on the ozone regime during the plenary session of the September SAICM meeting in Vienna. That seminar included presentations by Nobel Prize winner Mr. Mario Molina, ex-UNEP Executive Director Mr. Mustafa Tolba, and ex-Chief Officer of the Secretariat of the Multilateral Fund Mr. Omar El Arini on the key aspects which have made the ozone regime such a success to date and on the key challenges which remain;

(b) Decision XVI/11 called for greater coordination among United Nations bodies on quarantine and pre-shipment issues; in that connection, the Secretariat has continued to cooperate with the United Nations Food and Agriculture Organization and its International Plant Protection Committee on issues related to quarantine and pre-shipment uses of methyl bromide and will continue to keep the Parties informed when related issues arise in their forum.

III. Overview of working documents prepared for the seventh meeting of the Conference of the Parties to the Vienna Convention and the Seventeenth Meeting of the Parties to the Montreal Protocol

4. The list of documents that will be available for the upcoming meetings is included as annex III to the present note.

5. In summary, the provisional agenda and annotated provisional agenda for the joint meeting were dispatched to the Parties in early October, followed by a note by the Secretariat (document UNEP/OzL.Conv.7/2-UNEP/OzL.Pro.17/2) which was designed to provide Parties with background information on the issues on the agenda, including, where relevant, a brief description of related activities which took place during the twenty-fifth meeting of the Open-ended Working Group.

6. New information since the twenty-fifth meeting of the Open-ended Working Group is presented in a number of new documents and reports. At the request of the Parties, The Technology and Economic Assessment Panel (TEAP) replenishment task force has prepared a supplemental report on replenishment. In addition, the Methyl Bromide Technical Options Committee has prepared new documents containing, among other things, its recommendations on nominations for critical-use exemptions, an updated critical-use exemption handbook and a 2006 work plan. Further, the TEAP/Intergovernmental Panel on Climate Change (IPCC) task force has produced a supplemental report providing more details on the impacts on the ozone layer of ozone-related measures covered in the TEAP/IPCC special report released earlier in the year.

7. Concerning budget issues, the Secretariat has prepared proposed budgets for 2006–2008 for the Vienna Convention and a budget for 2006 for the Montreal Protocol. In addition, a number of recommendations have been prepared by the Ozone Research Managers at their sixth meeting, based on their review of national research plans, and the report of that body (WMO Global Ozone Research and Monitoring Project Report No. 47), together with its recommendations, will be submitted for consideration by the Parties. As noted in annex IV to the present note, the Secretariat will provide the upcoming joint meeting with a number of background documents which the Parties may, if necessary, refer to in their deliberations.

IV. Review of the agenda and road map for the operation of the upcoming meetings

8. As has taken place on the last two occasions on which the Conference of the Parties to the Convention has met concurrently with the Meeting of the Parties to the Protocol, a joint agenda has been prepared covering both the joint preparatory segment of the meeting and the joint high-level segment. The agenda for the preparatory segment includes a review of the currently known substantive issues which are expected to be addressed at the end of the week by the high-level segment. For the Montreal Protocol, those issues include, among other things, decisions on essential uses, critical uses, the replenishment of the Multilateral Fund and the Secretariat budget. Also, the report of the Implementation Committee, which will meet for three days immediately before the meeting of the joint Bureaux, is likely to include a number of recommended decisions on compliance-related matters. The Secretariat expects to have the report of the Implementation Committee available in official languages for consideration by the preparatory segment as early as Tuesday, 13 December 2005. The provisional agenda of the preparatory segment also includes, for the Vienna Convention, an item on the status of ratifications, the recommendations of the sixth meeting of the Ozone Research Managers and the Secretariat budget.

9. On the basis of both tradition and expedience, the co-chairs of the Open-ended Working Group will oversee the joint preparatory segment of the meeting up until the high-level segment, which is scheduled to begin on Thursday, 15 December. After the opening of the high-level segment, it is possible that the meeting will revert, on occasion, to the preparatory segment, as may be deemed useful to enable the preparatory segment to complete its work and pass it on to the high-level segment.

10. The opening of the high-level segment on 15 December will be chaired jointly by the Presidents of the Vienna Convention and the Montreal Protocol, who will sit ceremonially until the election of the newly elected Presidents. In accordance with the historic sequencing of positions, the Bureaux of the seventh meeting of the Conference of the Parties to the Vienna Convention is expected to have the following makeup: The President will be elected from among the group of African States, the Rapporteur from the group of Western European and other States, and three vice-presidents from the groups of Asian, Eastern European and Latin American and Caribbean States. The Bureau of the Seventeenth Meeting of the Parties to the Montreal Protocol is expected to have the following makeup: the President will be elected from among the group of Western European and other States, the Rapporteur from the Latin American and Caribbean States, and the three vice-presidents from the groups of African, Eastern European and Asian States.

11. The newly elected Presidents would then guide the Parties through the agenda, with an understanding that the work of a number of contact groups established under the preparatory segment may be continuing in parallel with the high-level plenary sessions in an effort to resolve any outstanding issues by Friday, 16 December, when the decisions emanating from the meeting must be adopted. To observe the legal separation between the Conference of the Parties and the Meeting of the Parties, decisions will be adopted with reference to the relevant governing body.

V. Other matters

12. At the time of preparation of the present note, the Secretariat had no further issues which it wished to bring to the attention of the joint meeting of the Bureaux. Members of the Bureaux may wish to raise other issues during the present meeting.

Annex I

Actions taken on the decisions of the sixth meeting of the Conference of the Parties to the Vienna Convention, as of September 2005

Dec.	Decision title	Action(s) required of the Secretariat	Actions taken by the Secretariat
VI/1	Ratification of the Vienna Convention and the Montreal Protocol and its amendments	To urge all States that have not yet done so to ratify, approve or accede to the Vienna Convention and the Montreal Protocol and its amendments, taking into account that universal participation is necessary to ensure the protection of the ozone layer.	Letters sent to all concerned States in January 2005 with reminders for necessary action sent out in September 2005. Between January 2005 and September 2005, the amendments to the Montreal Protocol have been ratified by new Parties as follows: London Amendment – 4; Copenhagen Amendment – 4; Montreal Amendment – 8; and Beijing Amendment – 8. Consultations are ongoing with countries and related Parties which might help non-Parties to become Parties.
VI/2	Ozone-related monitoring and research activities for the Vienna Convention	<ul style="list-style-type: none"> To request UNEP, in consultation with WMO, to establish an extrabudgetary fund for receiving voluntary contributions from the Parties to the Vienna Convention, and international organizations, for the purpose of financing activities on research and systematic observations relevant to the Vienna Convention, consistent with the decisions listed above, in developing countries and countries with economies in transition. To request the Secretariat, in consultation with WMO, to advise the Parties of the institutional arrangements for making decisions on allocation of funds, with a specific proposal to meet the requirements identified in paragraph 4 of the decision and to provide an annual report. To request the Secretariat to invite the Parties and international organizations to make annual voluntary contributions to the Fund. To request WMO and UNEP to draw to the attention of the Parties to opportunities for meeting common objectives of conventions, in particular the United Nations Framework Convention on Climate Change (UNFCCC). 	<p>An extrabudgetary fund was established in February 2003 and the terms of reference for the administration of the fund were circulated to all Parties in March 2003 together with an invitation to make voluntary contributions to the fund.</p> <p>A memorandum of understanding (MOU) between UNEP and WMO, detailing the institutional arrangements for making decisions on the allocation of funds was concluded in September 2005. The MOU is designed to ensure that relevant developments and requirements under other conventions are taken into account to avoid duplication of effort.</p> <p>The first expenditure from the fund was a \$15,000 cash advance made to WMO to support a Dobson Inter-Calibration Workshop, in Egypt, from 23 February to 12 March 2004. A second project is under preparation.</p> <p>The issue of opportunities for meeting common objectives of conventions, in particular UNFCCC, has been discussed in various Montreal Protocol forums. In accordance with decision XIV/10, TEAP and the Intergovernmental Panel on Climate Change (IPCC) prepared a special report on safeguarding the ozone layer and the global climate. The twenty-fifth meeting of the Open-ended Working Group requested TEAP to provide, by 31 October, a supplementary report to the seventeenth Meeting of the Parties elaborating clearly the ozone-depletion implications of information already in the special report by presenting it in terms of ozone-depleting potential (ODP) and costs per ODP tonne.</p>

Dec.	Decision title	Action(s) required of the Secretariat	Actions taken by the Secretariat
VI/3	Financial matters: financial report and budgets	To request the Executive Director to extend the Vienna Convention Trust Fund until 31 December 2010.	The Secretariat requested the Executive Director to extend the Trust Fund until 31 December 2010 and the UNEP Governing Council at its session in 2003 approved the extension.
VI/4	Seventh meeting of the Conference of the Parties to the Vienna Convention for the Protection of the Ozone Layer	<ul style="list-style-type: none"> • To convene the seventh meeting of the Conference of the Parties to the Vienna Convention in 2005 in conjunction with the seventeenth Meeting of the Parties to the Montreal Protocol. 	Joint seventeenth Meeting of the Parties to the Montreal Protocol and the seventh meeting of the Conference of the Parties to the Vienna Convention is to be held in Dakar from 12 to 16 December 2005.

Annex II

Actions taken on the decisions of the sixteenth Meeting of the Parties to the Montreal Protocol, as of September 2005

Dec.	Decision title	Action(s) required of the Secretariat	Actions taken by the Secretariat
XVI/1	Ratification of the Vienna Convention, the Montreal Protocol and the London, Copenhagen, Montreal and Beijing amendments to the Protocol	<ul style="list-style-type: none"> To urge all States that have not yet done so to ratify, approve or accede to the Vienna Convention and the Montreal Protocol and its amendments, taking into account that universal participation is necessary to ensure the protection of the ozone layer. 	Letters sent to all concerned States in January 2005 with reminders for necessary action sent out in September 2005. Between January 2005 and September 2005, the amendments to the Montreal Protocol have been ratified by new Parties as follows: London Amendment – 4; Copenhagen Amendment – 4; Montreal Amendment – 8; and Beijing Amendment – 8. Consultations are ongoing with countries and related Parties which might help non-Parties to become Parties.
XVI/2	Critical-use exemptions for methyl bromide for 2005 and 2006	<ul style="list-style-type: none"> Notify Parties on approved levels of critical-use exemptions for 2005 and 2006 and associated conditions. Inform Methyl Bromide Technical Options Committee (MBTOC) to review the exemptions, as per paragraphs 6 and 7 of the decision. Inform TEAP to report, as per paragraph 8. Include TEAP report as background document for review at second Extraordinary Meeting of the Parties. 	Letters of notification to Parties and to TEAP/MBTOC were sent out in February 2005. The issue was discussed at the second Extraordinary Meeting of the Parties on 1 July 2005 and appropriate decision taken.
XVI/3	Duration of critical-use nominations for methyl bromide	<ul style="list-style-type: none"> Include issue on agendas of twenty-fifth meeting of the Open-ended Working Group and the seventeenth Meeting of the Parties. 	Item included on agendas of the twenty-fifth Open-ended Working Group meeting and the seventeenth Meeting of the Parties to the Montreal Protocol.
XVI/4	Review of the working procedures and terms of reference of the Methyl Bromide Technical Options Committee (MBTOC).	<ul style="list-style-type: none"> Notify MBTOC on the new working procedures. 	The Methyl Bromide Technical Options Committee and TEAP were notified.
XVI/5	Provision of financial assistance to the Methyl Bromide Technical Options Committee	<ul style="list-style-type: none"> Inform MBTOC of available support and requirements for obtaining funds. Encourage non-Article-5 Parties to continue offering assistance to their members in the three panels and their subsidiary bodies. 	MBTOC has been notified and funding provided; letters to non-Article-5 Parties dispatched.
XVI/6	Accounting framework	<ul style="list-style-type: none"> Notify Parties with critical-use exemptions of the newly adopted accounting framework. Request TEAP to include the accounting framework in the next version of the Handbook on critical-use exemptions for methyl bromide. 	Parties concerned were notified and TEAP requested to include the accounting framework in the revised Handbook.
XVI/7	Trade in products and commodities treated with methyl bromide	<ul style="list-style-type: none"> Notify all Parties of the decision. 	A letter notifying all Parties of the decision went out in February 2005.

Dec.	Decision title	Action(s) required of the Secretariat	Actions taken by the Secretariat
XVI/8	Request for technical and financial support relating to methyl bromide alternatives	<ul style="list-style-type: none"> Translate and publish in official languages a summary of the alternatives-related components of the reports prepared by MBTOC. Notify the Multilateral Fund Secretariat of paragraph 1 of the decision. 	Budget provision has been made to allow a summary translation of future reports and the Fund secretariat has been notified of the decision.
XVI/9	Flexibility in the use of alternatives for the phasing out of methyl bromide	<ul style="list-style-type: none"> Request appropriate bodies to evaluate progress already made and necessary adjustments to develop alternatives to methyl bromide. 	TEAP was requested in February 2005 to address this issue in its 2005 report.
XVI/10	Reporting of information relating to quarantine and pre-shipment uses of methyl bromide	<ul style="list-style-type: none"> Notify TEAP to establish a task force to prepare a report on alternatives for QPS (Dec. XI/13 (4)) by 31 May 2005. Request Parties that have not sent data to TEAP on the issue to do so by 31 March 2005. Provide related information for the twenty-fifth meeting of the Open-ended Working Group. 	TEAP and the Parties were notified of what is requested by this decision. TEAP established a core group of the task force by April 2005; some data has been submitted and the issue is covered in the TEAP Progress Report of May 2005 (pages 171–179), which was considered by the twenty-fifth meeting of the Open-ended Working Group and highlighted in the information section of the Secretariat's background note to the meeting (paragraphs 70–71), document UNEP/OzL.Pro.WG.1/25/2.
XVI/11	Coordination among United Nations bodies on quarantine and pre-shipment uses	<ul style="list-style-type: none"> Contact FAO, stressing the commitment by the Parties to the reduction of methyl bromide, with specific reference to standard 15 of the International Standards for Phytosanitary Measures, and exchange information with a view to encouraging alternatives to methyl bromide treatment of wood packaging material. Report thereon to seventeenth Meeting of the Parties. Notify Parties of paragraphs 3 and 4 on standard 15. 	Letter to FAO sent in January 2005. Information submitted by Secretariat to the meeting of the relevant IPCC group. Parties notified by Secretariat that the issue of Methyl Bromide with specific reference to standard 15 of the International Standard for Phytosanitary Measures would be considered at the forthcoming Meeting of the Parties in December 2005. Updated information is contained in the note to the twenty-fifth meeting of the Open-ended Working Group (para.93, document UNEP/OzL.Pro.WG.1/25/2) and in the note to the current meeting (UNEP/OzL.Conv.7/2-UNEP/OzL.Pro.17/2).
XVI/12	Essential-use nominations for Parties not operating under paragraph 1 of Article 5 for controlled substances for 2005 and 2006	<ul style="list-style-type: none"> Notify Parties of essential-use nominations and associated conditions. Notify TEAP of paragraph 2 on Handbook additions. 	Letters of notification sent in February 2005 to TEAP and relevant Parties. TEAP and its MTOC revised the Handbook accordingly.
XVI/13	Assessment of the portion of the refrigeration service sector made up by chillers and identification of incentives and impediments to the transition to non-CFC equipment	<ul style="list-style-type: none"> Notify Executive Committee and Multilateral Fund Secretariat of decision. 	Multilateral Fund Secretariat and Executive Committee notified in December 2004.
XVI/14	Sources of carbon tetrachloride emissions and opportunities for reductions	<ul style="list-style-type: none"> Notify TEAP of decision requiring assessment and reporting in 2006. 	TEAP notified of the decision in February 2005.
XVI/15	Review of approved destruction technologies pursuant to decision XIV/6 of the Parties	<ul style="list-style-type: none"> Notify TEAP of decision and the report required by twenty-fifth meeting of the Open-ended Working Group. 	TEAP notified of the decision in February 2005, its progress report of May 2005 (pages 97–101) was considered by the twenty-fifth meeting of the Open-ended Working Group of the Parties. A recommended draft decision is to be considered by the seventeenth Meeting of the Parties in December 2005.

Dec.	Decision title	Action(s) required of the Secretariat	Actions taken by the Secretariat
XVI/16	Laboratory and analytical uses	<ul style="list-style-type: none"> Recommendation was held in abeyance by the Implementation Committee pursuant to its recommendation 33/23. 	No action required by the Secretariat.
XVI/17	Data and information provided by the Parties in accordance with Article 7 of the Montreal Protocol	<ul style="list-style-type: none"> Write to Parties with outstanding data with copies to implementing agencies. Encourage Parties to report data as soon as figures are available, preferably by 30 June. 	Letter sent to all Parties in January 2005 and reminder in March 2005. Outstanding data received from all Parties except Turkmenistan and Tuvalu. Status of data reporting to be presented by the Secretariat to the Parties and the Implementation Committee in December 2005.
XVI/18	Non-compliance with data-reporting requirements under Articles 5 and 7 of the Montreal Protocol by Parties recently ratifying the Montreal Protocol	<ul style="list-style-type: none"> Write to Afghanistan and Cook Islands with copies to implementing agencies. 	Parties notified of the request by letter in January and reminder in March 2005. Cook Islands reported 2003 and some other data, enabling confirmation of Article 5 status but baseline and base-year data still outstanding. Afghanistan responded by indicating that it aims to submit outstanding data to the Secretariat very soon.
XVI/19	Potential non-compliance with consumption of Annex A, group II, ozone-depleting substances (halons) by Somalia in 2002 and 2003, and request for a plan of action	<ul style="list-style-type: none"> Request Somalia to submit explanation for its excess consumption, together with a plan of action. 	Letter to Somalia sent in January and reminder in March 2005. Response received but no data reported. Recommendation 34/39 of the Implementation Committee urged the Party to make best efforts to submit its 2004 data to the Secretariat by 30 September 2005.
XVI/20	Potential non-compliance with consumption of the controlled substance in Annex B, group III (methyl chloroform) by Article 5 Parties in 2003, and requests for plans of action	<ul style="list-style-type: none"> Write to Bangladesh, Bosnia and Herzegovina, Ecuador and the Islamic Republic of Iran. Request the Parties to submit explanations for the excess consumption, together with plans of action. 	Letter to Parties sent in January and reminder in March 2005. Information received from the Parties was considered by the Implementation Committee at its meeting in June 2005 with appropriate recommendations or draft decisions on each of the Parties. Further action by the Implementation Committee and the Meeting of the Parties is expected in December 2005.
XVI/21	Non-compliance with the Montreal Protocol by Azerbaijan	<ul style="list-style-type: none"> Urge Azerbaijan to report its 2004 data as soon as available and to confirm its introduction of a ban on the import of CFCs. 	Letter to Azerbaijan sent in January and reminder in March 2005. Response received from the Party was considered by the Implementation Committee at its meeting in June 2005 with recommendation for further action by the Committee at its meeting in December 2005.
XVI/22	Non-compliance with the Montreal Protocol by Chile	<ul style="list-style-type: none"> Request Chile to submit a plan of action (other CFCs, methyl chloroform and methyl bromide). 	Request to Chile sent in January and reminder in March 2005. Response received from the Party was considered by the Implementation Committee at its meeting in June 2005 with recommendation for a decision by the Meeting of the Parties in December 2005.
XVI/23	Non-compliance with the Montreal Protocol by Fiji	<ul style="list-style-type: none"> Request Fiji to submit a plan of action (methyl bromide). 	Request to Fiji sent in January and reminder in March 2005. Response received from the Party was considered by the Implementation Committee at its meeting in June 2005 with recommendation for a decision by the Meeting of the Parties in December 2005.
XVI/24	Non-compliance with the Montreal Protocol by Guinea-Bissau	<ul style="list-style-type: none"> Notify Party of decision (plan of action). 	Letter sent to Guinea-Bissau in January and reminder in March 2005. Response received from the Party was considered by the Implementation Committee at its meeting in June 2005 with recommendation for further action by the Committee at its meeting in December 2005.

Dec.	Decision title	Action(s) required of the Secretariat	Actions taken by the Secretariat
XVI/25	Non-compliance with the Montreal Protocol by Lesotho	<ul style="list-style-type: none"> Notify Party of decision (plan of action). 	Letter sent to Lesotho in January and reminder in March 2005. 2004 data received but no information on status of commitment to establish import ban and quota system. The Implementation Committee at its meeting in June 2005 recommended review of any new information at its meeting in December 2005.
XVI/26	Non-compliance with the Montreal Protocol by the Libyan Arab Jamahiriya	<ul style="list-style-type: none"> Request the Libyan Arab Jamahiriya to submit a plan of action (halons). 	Party notified in January and reminder in March 2005. Partial response received on the status of the Party's commitment to establish an ODS import- and export-licensing system but not on plan of action to return to compliance with halon phase-out. The Implementation Committee at its meeting in June 2005 recommended consideration of the situation at its meeting in December 2005.
XVI/27	Compliance with the Montreal Protocol by Nepal	<ul style="list-style-type: none"> Notify Party of decision (plan of action). 	Nepal notified in January 2005. Response received, satisfying decision requirements.
XVI/28	Non-compliance with the Montreal Protocol by Oman	<ul style="list-style-type: none"> Notify Party of decision. 	Oman notified in January 2005. No action required.
XVI/29	Non-compliance with the Montreal Protocol by Pakistan	<ul style="list-style-type: none"> Notify Party of decision (plan of action). 	Pakistan notified in January and reminder in March 2005. Response received from the Party was considered by the Implementation Committee at its meeting in June 2005 with recommendation for further action by the Committee at its meeting in December 2005.
XVI/30	Non-compliance with the Montreal Protocol by Saint Vincent and the Grenadines	<ul style="list-style-type: none"> Notify Party of decision (plan of action). 	Saint Vincent and the Grenadines notified in January and reminder in March 2005. Submitted 2004 data and promised to notify Secretariat once quota system in place.
XVI/31	Requests for changes in baseline data	<ul style="list-style-type: none"> Notify Parties of decision. Baseline data to be adjusted as agreed. 	Philippines, Thailand and Yemen notified in January 2005 – baselines adjusted. No further action required.
XVI/32	Report on the establishment of licensing systems under Article 4B of the Montreal Protocol	<ul style="list-style-type: none"> Urge all remaining Parties to the Montreal Amendment to provide information on the establishment of licensing systems, and those that have not yet established such systems to do so as a matter of urgency. Encourage all remaining Parties to the Protocol that have not yet ratified the Montreal Amendment to ratify it and to establish import- and export-licensing systems if they have not yet done so. Urge all Parties that already operate licensing systems to ensure that they are implemented and enforced effectively. 	Letters sent to all Parties in January 2005. The Implementation Committee will review the status of establishment of licensing systems at its meeting in December 2005 and make an appropriate recommendation to the seventeenth Meeting of the Parties.

Dec.	Decision title	Action(s) required of the Secretariat	Actions taken by the Secretariat
XVI/33	Illegal trade in ozone-depleting substances	<ul style="list-style-type: none"> Carry out activities required in the decision: Collect new ideas, workshop, and terms of reference of study. Consider issue at the seventeenth Meeting of the Parties. 	Workshop held and draft terms of reference posted on the Web and circulated to all Parties in March 2005. The issue was considered by the twenty-fifth meeting of the Open-ended Working Group, which made a recommendation for a decision, in square brackets, to be considered further by the seventeenth Meeting of the Parties, in December 2005.
XVI/34	Cooperation between the secretariat of the Montreal Protocol and other related conventions and international organizations	<ul style="list-style-type: none"> Seek opportunities to enhance cooperation with other conventions and organizations. 	Secretariat attended IPCC meeting, corresponded with IPPC and organized a seminar at the SAICM meeting in September 2005. The Secretariat also participated in the special session of the WTO Committee on Trade and Environment and in the meeting under the "Green Customs Initiative", which brought together Basel, CITES, Montreal Protocol, Rotterdam and Stockholm Conventions.
XVI/35	Terms of reference for the study on the 2006–2008 replenishment of the Multilateral Fund for the Implementation of the Montreal Protocol	<ul style="list-style-type: none"> Notify TEAP of decision, with report required two months before the twenty-fifth meeting of the Open-ended Working Group. 	TEAP notified, report completed in time and considered by the twenty-fifth meeting of the Open-ended Working Group, which agreed on a draft decision to be forwarded to the seventeenth Meeting of the Parties. TEAP was requested to prepare a supplementary report on four specific issues relating to replenishment of the Fund before the seventeenth Meeting of the Parties, in December 2005.
XVI/36	Evaluation and review of the financial mechanism of the Montreal Protocol (decision XV/47)	<ul style="list-style-type: none"> Notify Multilateral Fund Secretariat and Executive Committee of decision. 	Multilateral Fund Secretariat and Executive Committee notified of decision in order to take action on the evaluation.
XVI/37	Outstanding contributions to the Multilateral Fund	<ul style="list-style-type: none"> Urge Parties with outstanding contributions to the Multilateral Fund to pay as soon as possible. 	Letter sent to Parties concerned in December 2004.
XVI/38	Need to ensure equitable geographical representation in the Executive Committee of the Multilateral Fund	<ul style="list-style-type: none"> Amend Executive Committee terms of reference. Issue to be added the agenda of the twenty-fifth meeting of the Open-ended Working Group. Notify Executive Committee; communicate to all Parties and Multilateral Fund Secretariat. 	Terms of reference amended and all Parties notified of the change in February 2005. The issue was considered by the twenty-fifth meeting of the Open-ended Working Group, in June 2005, and the meeting agreed that in light of the consensus reached at the sixteenth Meeting of the Parties there would be no further discussion.
XVI/39	Application of Turkmenistan for developing country status under the Montreal Protocol	<ul style="list-style-type: none"> Notify the Party of the decision and its new rights and/or obligations. 	Notification letter sent in December 2004.
XVI/40	Request by Malta to be removed from the list of developing countries under the Montreal Protocol	<ul style="list-style-type: none"> Notify the Party of the decision and its new rights and/or obligations. 	Notification letter sent in December 2004.
XVI/41	Co-Chairs of the Open-ended Working Group of the Parties to the Montreal Protocol	<ul style="list-style-type: none"> Notify Mr. David Okioga (Kenya) and Mr. Tom Land (United States of America). 	Notification letter sent in December 2004, and the two co-chaired the twenty-fifth meeting of the Open-ended Working Group, in June 2005.

Dec.	Decision title	Action(s) required of the Secretariat	Actions taken by the Secretariat
XVI/42	Membership of the Implementation Committee	<ul style="list-style-type: none"> Notify Australia, Belize, Ethiopia, Jordan (Vice-President and Rapporteur for 2005) and the Russian Federation (one year). Notify Cameroon, Georgia, Guatemala, Nepal and the Netherlands (President for 2005) (two years). 	Members sent letters of notification in January 2005.
XVI/43	Membership of the Executive Committee of the Multilateral Fund	<ul style="list-style-type: none"> Notify Austria, Belgium, Brazil, Canada, Cuba, Czech Republic, Japan, Niger, Syrian Arab Republic, Thailand, the former Yugoslav Republic of Macedonia, United Kingdom of Great Britain and Northern Ireland, United States of America and Zambia. Notify Mr. Paul Krajnik (Austria) as Chair and Mr. Khaled Klaly (Syria) as Vice-Chair. 	Members sent letters of notification in January 2005.
XVI/44	Financial matters: Financial reports and budgets	<ul style="list-style-type: none"> Inform the Open-ended Working Group meeting on sources of income and actual and projected expenditures and commitments, and prepare indicative report on all expenditures against agreed budget lines. 	Secretariat prepared information as requested. Item was included in the information section of the Secretariat's note (UNEP/OzL.Pro.WG.1/25/INF/1) to the twenty-fifth meeting of the Open-ended Working Group, in June 2005.
XVI/45	Declaration of 2007 as "International Year of the Ozone Layer"	<ul style="list-style-type: none"> Notify all Governments and organizations. Start planning for activities to mark the year. 	All Governments notified by letter in February 2005.
XVI/46	Extraordinary Meeting of the Parties	<ul style="list-style-type: none"> Notify all Parties. Make arrangements. 	All Parties sent letters of invitation in March 2005. The Extraordinary Meeting of the Parties took place in Montreal, Canada on 1 July 2005. The Meeting adopted a single decision on permitted levels of production and consumption of methyl bromide to satisfy critical uses and agreed critical-use categories in 2006.
XVI/47	Seventeenth Meeting of the Parties	<ul style="list-style-type: none"> Notify all Parties. Make arrangements for Dakar. 	Secretariat went to Dakar to initiate negotiations; meeting dates and venue agreed; host country agreement signed and preparations for holding the seventeenth Meeting of the Parties are under way.

Annex III

List of documents

Seventh meeting of the Conference of the Parties and Seventeenth Meeting of the Parties

UNEP/OzL.Conv.7/1- UNEP/OzL.Pro.17/1	Provisional agenda of the seventh meeting of the Conference of the Parties to the Vienna Convention and the Seventeenth Meeting of the Parties to the Montreal Protocol
UNEP/OzL.Conv.7/1/Add.1- UNEP/OzL.Pro.17/1/Add.1	Annotated provisional agenda of the seventh meeting of the Conference of the Parties to the Vienna Convention and the Seventeenth Meeting of the Parties to the Montreal Protocol
UNEP/OzL.Conv.7/2- UNEP/OzL.Pro.17/2	Note by the Secretariat: issues for discussion by and information for the attention of the Conference of the Parties and the Meeting of the Parties
UNEP/OzL.Conv.7/3- UNEP/OzL.Pro.17/3	Note by the Secretariat: draft decisions and draft placeholder decisions
UNEP/OzL.Conv.7/INF/1- UNEP/OzL.Pro.17/INF/1	List of documents
UNEP/OzL.Conv.7/INF/2- UNEP/OzL.Pro.17/INF/6	List of participants

Seventh meeting of the Conference of the Parties

UNEP/OzL.Conv.7/4	Note by the Secretariat: financial report on the Trust Fund for the Vienna Convention for the Protection of the Ozone Layer for the first year of the biennium 2004–2005 and expenditures for 2004 as compared to the approved budget
UNEP/OzL.Conv.7/5	Note by the Secretariat: revised approved 2005 and proposed 2006, 2007 and 2008 budgets of the Trust Fund for the Vienna Convention for the Protection of the Ozone Layer
UNEP/OzL.Conv.7/6	Note by the Secretariat: recommendations of the sixth meeting of the Ozone Research Managers of the Parties to the Vienna Convention for the Protection of the Ozone Layer

Seventeenth Meeting of the Parties

UNEP/OzL.Pro.17/4	Note by the Secretariat: financial report on the Trust Fund for the Montreal Protocol on Substances that Deplete the Ozone Layer for the first year of the biennium 2004–2005 and expenditures for 2004 as compared to the approved budget
UNEP/OzL.Pro.17/5	Revised approved 2005 and proposed 2005 and 2007 budgets of the Trust Fund for the Montreal Protocol on Substances that Deplete the Ozone Layer

UNEP/OzL.Pro.17/6	Report by the Secretariat: information provided by the Parties in accordance with Article 7 of the Montreal Protocol on Substances that Deplete the Ozone Layer
UNEP/OzL.Pro.17/7	Note by the Secretariat: proposal by the European Community for adjustment of the Montreal Protocol
UNEP/OzL.Pro.17/8	Note by the Secretariat: proposal by the European Community for amendment of the Montreal Protocol
UNEP/OzL.Pro.17/9	Report of the Executive Committee of the Multilateral Fund for the Implementation of the Montreal Protocol
UNEP/OzL.Pro.17/10	Handbook on Critical Use Nominations for Methyl Bromide
UNEP/OzL.Pro.17/INF/2	Status of ratification, accession, acceptance and approval of the agreements on the protection of the stratospheric ozone layer
UNEP/OzL.Pro.17/INF/3	Additional information related to agenda item 4 (f): preventing illegal trade in ozone depleting substances
UNEP/OzL.Pro.17/INF/4	Report by the Secretariat: licensing systems (Article 4B, paragraph 4, of the Montreal Protocol) and focal points for licensing systems for trade in ozone depleting substances (decision IX/8, paragraph 2)
UNEP/OzL.Pro.17/INF/5	List of Parties to the Montreal Protocol that do not manufacture for domestic use and do not wish to import products and equipment relying on Annex A and B substances pursuant to decision X/9 of the Meeting of the Parties to the Montreal Protocol

Annex IV

Background documents

- Report of the sixth meeting of the Ozone Research Managers
 - TEAP Supplemental Report to the IPCC/TEAP Special Report: Safeguarding the ozone layer and the global climate system: issues related to hydrofluorocarbons and perfluorocarbons
 - Report of the TEAP: Evaluations of 2005 Critical Use Nominations for methyl bromide and related matters – Final report (October 2005)
 - Supplement to the May 2005 TEAP Task Force Replenishment Report “Assessment of the funding requirement of the Multilateral Fund for the period 2006-2008” (October 2005)
 - TEAP Progress Report (May 2005)
 - Report of the TEAP, Volume 2, Assessment of the funding requirement for the replenishment of the Multilateral Fund for the period 2006-2008” (May 2005)
 - Report of the TEAP, Volume 3, Report of the Task Force on Foams End-of-Life issues (May 2005)
 - Report of the TEAP, Critical Use Nominations – Section III of Annex to Decision XVI/2 and former “Unable to Assess” – Final Report (May 2005)
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