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**United Nations
Environment
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**Bureau of the Thirtieth Meeting of the Parties
to the Montreal Protocol on Substances that Deplete
the Ozone Layer
First meeting
Rome, 3 November 2019
Items 3 and 4 of the provisional agenda***

Work to date on the implementation of the decisions of the Thirtieth Meeting of the Parties to the Montreal Protocol

Review of the agenda, presentation of a road map and overview of the working documents prepared for the Thirty-First Meeting of the Parties to the Montreal Protocol

Note by the Secretariat

I. Introduction

1. The Bureau of the Thirtieth Meeting of the Parties to the Montreal Protocol will meet at 4 p.m. on Sunday, 3 November 2019, in Rome at the headquarters of the Food and Agriculture Organization of the United Nations. The present note provides information on items 3 and 4 of the provisional agenda for the meeting (UNEP/OzL.Pro.30/Bur.1/1). Section II summarizes information on agenda item 3 on the actions taken by the Secretariat with regard to the decisions of the Thirtieth Meeting of the Parties. Section III provides information relating to the review of the agenda, the presentation of a road map and an overview of documents for the Thirty-First Meeting of the Parties.

II. Work to date on the implementation of the decisions of the Thirtieth Meeting of the Parties to the Montreal Protocol (agenda item 3)

2. The table set out in the annex to the present note provides a broad overview of the decisions adopted by the Thirtieth Meeting of the Parties and the actions required of and taken/to be taken by the Secretariat in response thereto.

*UNEP/OzL.Pro.30/Bur.1/1.

III. Review of the agenda, presentation of a road map for the conduct of the meeting and overview of the working documents prepared for the Thirty-First Meeting of the Parties to the Montreal Protocol (agenda item 4)

3. The Thirty-First Meeting of the Parties to the Montreal Protocol will be held from 4 to 8 November 2019 in Rome at the headquarters of the Food and Agriculture Organization of the United Nations. In accordance with established practice, the meeting will be divided into two segments: a three-day preparatory segment and a two-day high-level segment. The preparatory segment is scheduled to begin at 10 a.m. on Monday, 4 November, while the high-level segment will begin at 10 a.m. on Thursday, 7 November. Online registration opened on 29 July and on-site registration will open on Saturday, 2 November.

4. The provisional agenda for the Thirty-First Meeting of the Parties (UNEP/OzL.Pro.31/1) was circulated to the parties in August 2019, and the annotations to the provisional agenda (UNEP/OzL.Pro.31/1/Add.1) will be issued in October. A note by the Secretariat (UNEP/OzL.Pro.31/2) provides background information on the issues on the provisional agenda. An addendum to that note is expected to be issued in October.

5. The above-mentioned documents, along with a number of other documents that provide detailed information on issues included in the provisional agenda, have been posted on the conference portal of the Thirty-First Meeting of the Parties (<http://conf.montreal-protocol.org/meeting/mop/mop-31/SitePages/Home.aspx>).

6. The provisional agenda for the preparatory segment includes all the issues that are expected to be taken up during the high-level segment for decision by the parties. To date, the Secretariat has not received any requests from parties to raise issues under agenda item 17, "Other matters".

7. With regard to budget-related issues, the Secretariat has prepared the proposed budgets of the Trust Fund for the Montreal Protocol for 2020 and 2021 (UNEP/OzL.Pro.31/4). There has not been any revision to the 2019 budget that was approved by the parties in 2018. Pursuant to paragraph 9 of decision XXX/20, the Secretariat has produced activity fact sheets, following a format similar to that used by the secretariat of the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal, the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade and the Stockholm Convention on Persistent Organic Pollutants, on its areas of work for 2020 and the related activities to be carried out (see UNEP/OzL.Pro.31/INF/1, annex). A financial report for the trust funds for the Vienna Convention for the Protection of the Ozone Layer and for the Montreal Protocol for fiscal year 2018 has also been prepared for consideration by the parties (UNEP/OzL.Pro.31/5). A budget performance report for 2019, as at 30 September 2019, is presented as an information note (UNEP/OzL.Pro.31/INF/2).

8. A note by the Secretariat and an addendum thereto (UNEP/OzL.Pro.31/2 and UNEP/OzL.Pro.31/2/Add.1, respectively) summarize the issues on the provisional agenda for the Thirty-First Meeting of the Parties. The note provides an overview of all issues covered in the provisional agenda of the preparatory segment, including the terms of reference for the study on the 2021–2023 replenishment of the Multilateral Fund for the Implementation of the Montreal Protocol; potential areas of focus for the 2022 quadrennial assessment reports of the Scientific Assessment Panel, the Environmental Effects Assessment Panel and the Technology and Economic Assessment Panel; unexpected emissions of trichlorofluoromethane (CFC-11); ongoing reported emissions of carbon tetrachloride; issues related to exemptions under Articles 2A–2I of the Montreal Protocol, namely, nominations for critical-use exemptions for methyl bromide for 2020 and 2021, stocks of methyl bromide, development and availability of laboratory and analytical procedures that can be performed without using controlled substances under the Protocol, and process agents.

9. Other topics on the provisional agenda for the preparatory segment relate to the access of parties operating under paragraph 1 of Article 5 of the Montreal Protocol to energy-efficient technologies in the refrigeration, air-conditioning and heat-pump sectors; terms of reference, composition, balance, fields of expertise and workload of the Technology and Economic Assessment Panel; membership of the Executive Committee of the Multilateral Fund; a request by Azerbaijan to be included among the parties to which the phase-down schedule for hydrofluorocarbons, as set out in paragraphs 2 and 4 of Article 2J of the Montreal Protocol, applies; safety standards; an initial assessment by the Scientific Assessment Panel and the Technology and Economic Assessment Panel of five volatile fluoroorganic and related compounds found in the Arctic; the consideration of

nominations to the assessment panels; compliance and data-reporting issues; the work and recommended decisions of the Implementation Committee under the Non-Compliance Procedure for the Montreal Protocol; the risk of non-compliance with hydrochlorofluorocarbon reduction targets for 2019 by the Democratic People's Republic of Korea; and the status of ratification of the Kigali Amendment to the Montreal Protocol.

10. A list of the working and information documents that will be available for the Thirty-First Meeting of the Parties, along with background information, may be found in document UNEP/OzL.Pro.31/INF/8.

11. In accordance with established practice, the Co-Chairs of the Open-ended Working Group will oversee the preparatory segment of the meeting. After the opening of the high-level segment, the parties may reconvene the preparatory segment as they deem expedient to allow for the completion of any unfinished business.

12. The opening of the high-level segment on 7 November will be chaired by the President of the Thirtieth Meeting of the Parties, who will conduct the meeting until the parties elect the president of the Thirty-First Meeting of the Parties. In accordance with rule 21 of the rules of procedure for Meetings of the Parties to the Montreal Protocol and the established practice of rotating the posts of president and rapporteur among the regional groups in English alphabetical order, it is expected that the President of the Thirty-First Meeting of the Parties will be elected from among the Latin American and Caribbean States, the Rapporteur from among the Eastern European States and the three Vice-Presidents from among the African States, Asia-Pacific States and the Western European and other States. The newly elected President will then guide the parties through the agenda, on the understanding that the work of contact groups established during the preparatory segment may continue in parallel with the high-level plenary sessions in an effort to resolve any outstanding issues by Friday, 8 November 2019, when the parties are expected to adopt draft decisions.

13. The Ozone Secretariat, in cooperation with the Government of Italy, will organize a high-level round-table discussion during the high-level segment under item 5 of the provisional agenda for that segment, "Statements by heads of delegation and discussion on key topics". The round-table discussion will address the contribution of the Montreal Protocol to the development of a sustainable cold chain to reduce food loss. The concept note and provisional agenda for the round-table discussion are set out in document UNEP/OzL.Pro.31/INF/7.

Annex

Action taken on the decisions adopted by the Thirtieth Meeting of the Parties to the Montreal Protocol as of September 2019

<i>Decision number</i>	<i>Title</i>	<i>Action required of the Secretariat</i>	<i>Action taken/to be taken by the Secretariat</i>
XXX/1	Status of ratification of the Kigali Amendment to the Montreal Protocol	Follow up with parties that have not yet ratified the Kigali Amendment and assist those that have ratified it with the implementation of the new obligations	Communication sent to all non-parties in November 2018
XXX/2	Adjustments to the Montreal Protocol	<p>Notify the parties through a general letter and notify the treaty depositary about the adjustments to the Protocol</p> <p>Request the Technology and Economic Assessment Panel to include in its quadrennial reports to be presented to the Thirty-Fifth Meeting of the Parties, in 2023, and to the Thirty-Ninth Meeting of the Parties, in 2027, information on the availability of Annex C, Group I substances, including amounts available from recovery, recycling and reclamation, and best available information on country-level and total known stocks, as well as availability of alternative options for the applications described in Article 2F, paragraphs 6 (a) and 6 (b)</p>	<p>Communication sent to all parties and the treaty depositary by 15 December 2018; subsequently, a depositary notification to all parties on the adjustments was issued on 23 December 2018</p> <p>Notification sent in December 2018 to the Technology and Economic Assessment Panel detailing tasks assigned by the parties</p>
XXX/3	Unexpected emissions of trichlorofluoromethane (CFC-11)	Request the Scientific Assessment Panel to provide to the parties: a summary report on the unexpected increase of CFC-11 emissions, as detailed in paragraph 1 of decision XXX/3, to the forty-first meeting of Open-ended Working Group; an update to that report to the Thirty-First Meeting of the Parties; and a final report to the Thirty-Second Meeting of the Parties	Notification sent in December 2018 to the Scientific Assessment Panel and the Technology and Economic Assessment Panel detailing tasks assigned by the parties and the inclusion of the issue in the agendas of the forty-first meeting of the Open-ended Working Group, in July 2019, and the Thirty-First Meeting of the Parties, in November 2019

<i>Decision number</i>	<i>Title</i>	<i>Action required of the Secretariat</i>	<i>Action taken/to be taken by the Secretariat</i>
		Request the Technology and Economic Assessment Panel: to provide the requested information to the parties on the unexpected emissions of CFC-11; and to present a preliminary report to the forty-first meeting of the Open-ended Working Group and a final report to Thirty-First Meeting of the Parties	At the initiative of the Co-Chairs of the Scientific Assessment Panel and in collaboration with the team of scientists working for the Stratosphere-Troposphere Processes and their Role in Climate (SPARC), the International Symposium on the Unexpected Increase in Emissions of Ozone-Depleting CFC-11 was convened in Vienna from 25 to 27 March 2019. The symposium provided a forum for scientists and technologists to explore and present information on the potential causes of the increase in CFC-11 emissions.
		Notify the parties, in a general letter on the outcomes of the Meeting of the Parties, of the requests made in paragraphs 3 and 7 of decision XXX/3, and of the encouragement provided in paragraph 4 of that decision	The key outcomes of the symposium were reflected in the reports of the Scientific Assessment Panel and the Technology and Economic Assessment Panel that were presented to the Open-ended Working Group at its forty-first meeting for its consideration
		Provide the parties, in consultation with the secretariat of the Multilateral Fund for the Implementation of the Montreal Protocol, with an overview outlining the procedures under the Protocol and the Fund with reference to controlled substances by which the parties review and ensure continuing compliance with Protocol obligations and with the terms of agreements under the Fund, including with regard to monitoring, reporting and verification; and provide a report to the Open-ended Working Group at its forty-first meeting and a final report to the Thirty-First Meeting of the Parties	Communication sent to all parties in November 2018; the Secretariat prepared a document outlining the procedures under the Montreal Protocol and the Multilateral Fund by which the parties review and ensure continuing compliance with the Protocol, for consideration by the Open-ended Working Group at its forty-first meeting, in July 2019, and an update on the same issue for the Thirty-First Meeting of the Parties, in November 2019
XXX/4	Progress by the Executive Committee of the Multilateral Fund in the development of guidelines for financing the phase-down of hydrofluorocarbons (HFCs)	Notify the secretariat of the Multilateral Fund of the request by the parties that it: continue its work on developing guidelines for financing the phase-down of HFC consumption and production; provide an update as part of the annual report of the Executive Committee;	Communication sent to the secretariat of the Multilateral Fund in November 2018 detailing the requests made by the parties in decision XXX/4

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		and present the draft guidelines to the Meeting of the Parties for the views and input of the parties before finalization by the Executive Committee	
		Notify the parties of the request made to the Executive Committee in a general letter on the outcomes of the Meeting of the Parties	Notification sent to parties in November 2018
XXX/5	Access of parties operating under paragraph 1 of Article 5 of the Montreal Protocol to energy-efficient technologies in the refrigeration, air-conditioning and heat-pump sectors	Consult with the Executive Committee of the Multilateral Fund in order to assist it in liaising with other funds and financial institutions to explore the mobilization of additional resources and, as appropriate, to set up modalities for cooperation, such as co-funding arrangements, to maintain or enhance energy efficiency when phasing down HFCs, acknowledging that activities to assist parties operating under paragraph 1 of Article 5 in complying with their obligations under the Montreal Protocol will continue to be funded under the Multilateral Fund, in accordance with its guidelines and decisions Request the Technology and Economic Assessment Panel to prepare a report on the cost and availability of low-global-warming-potential technologies and equipment that maintain or enhance energy efficiency in various sectors	A letter was sent to the secretariat of the Multilateral Fund on 23 November 2018 detailing the requests made by the parties in decision XXX/5
		Notify the parties about the tasks assigned to the Executive Committee and the Secretariat in a general letter on the outcomes of the Meeting of the Parties	

<i>Decision number</i>	<i>Title</i>	<i>Action required of the Secretariat</i>	<i>Action taken/to be taken by the Secretariat</i>
XXX/6	Destruction technologies for controlled substances	Remind the parties to submit to the Secretariat relevant information, in accordance with paragraph 2 of decision XXX/6 Request the Technology and Economic Assessment Panel to conduct the tasks assigned by the parties in paragraph 2 of decision XXX/6	Updated the table on destruction facilities posted on the Secretariat's website; notified the parties in a general letter on the outcomes of the Meeting of the Parties; and placed the issue on the agenda of the forty-first meeting of the Open-ended Working Group Notification sent to the Technology and Economic Assessment Panel in 2018 detailing tasks assigned by the parties
XXX/7	Future availability of halons and their alternatives	Liaise with the secretariat of the International Maritime Organization (IMO) to facilitate the exchange of information between relevant technical experts regarding halon availability	Letter sent to IMO in December 2018, and a notification was sent to the Technology and Economic Assessment Panel in December 2018 detailing tasks assigned by the parties
XXX/8	Update to the global laboratory and analytical-use exemption	Notify the parties on the inclusion of Annex C, group I substances in the global laboratory and analytical uses exemption	Notification sent to parties in November 2018
XXX/9	Critical-use exemptions for methyl bromide for 2019 and 2020	Notify the parties and the Technology and Economic Assessment Panel about the amounts of methyl bromide approved for critical-use exemptions for 2019 and 2020	Notifications sent to Argentina, Australia, Canada and South Africa in November 2018 and to the Technology and Economic Assessment Panel in December 2018
XXX/10	Revised data reporting forms and global-warming-potential values for HCFC-123, HCFC-124, HCFC-141 and HCFC-142	Notify the parties of the approved revised forms and instructions for reporting data and build the revised global-warming-potential values into the online data reporting tool	Notification sent to parties in November 2018; the Secretariat translated data reporting forms into other languages of the United Nations, revised the global-warming-potential values and transmitted the new data reporting forms to parties in June 2019
XXX/11	Timeline for reporting of baseline data for hydrofluorocarbons by parties operating under paragraph 1 of Article 5 of the Montreal Protocol	Notify the parties about data reporting timelines	Notification sent to parties on 30 November 2018; letter on the new data reporting forms sent in December 2018
XXX/12	Reporting information on destination countries for exports and source countries for imports of ozone-depleting substances	Remind the parties to report to the Secretariat information on the destinations of exports and on the sources of imports	Reminder sent to parties in December 2018

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XXX/13	Data and information provided by the parties in accordance with Article 7 of the Montreal Protocol	Remind parties to continue reporting data, preferably by 30 June each year, as agreed in decision XV/15, and remind the Central African Republic and Yemen to report their 2017 data, as required under Article 7 of the Montreal Protocol	Letters sent to the Central African Republic and Yemen in December 2018; the issue was included in the agenda of sixty-second meeting of the Implementation Committee, in June 2019
XXX/14	Reporting of zero in Article 7 data reporting forms	Include relevant information in a letter on data or in a cover letter for the new forms	Included the relevant information in a letter to parties on new data reporting forms that was sent in December 2018
XXX/15	Review of the terms of reference, composition, balance, fields of expertise and workload of the Technology and Economic Assessment Panel	Prepare a document in consultation with the Technology and Economic Assessment Panel on information contained in paragraph 1 of decision XXX/15, to be presented to Open-ended Working Group at its forty-first meeting and to the Thirty-First Meeting of the Parties	Document discussed at the forty-first meeting of the Open-ended Working Group, in July 2019, and the updated information is expected to be considered by Thirty-First Meeting of the Parties in November 2019
		Notify the Technology and Economic Assessment Panel of the requests made by the parties in paragraphs 2–6 of decision XXX/15	Notification sent to the Technology and Economic Assessment Panel in December 2018 detailing tasks assigned by the parties
XXX/16	Membership of the Technology and Economic Assessment Panel	Notify the relevant experts of the Technology and Economic Assessment Panel of their endorsement	Notification sent to the relevant experts of the Technology and Economic Assessment Panel in December 2018 and included in a general letter to parties in November 2018
XXX/17	Membership of the Implementation Committee	Notify the newly selected members of the Implementation Committee (European Union, Guinea Bissau, Paraguay, Saudi Arabia and Turkey) as well as the President and Vice-President of the Committee for 2019	Notification sent to the newly selected members and the President and Vice-President of the Implementation Committee in November 2018; the Committee held one meeting in July 2019 and will hold another in November 2019
XXX/18	Membership of the Executive Committee of the Multilateral Fund	Notify the secretariat of the Multilateral Fund of the selection of the new members of the Executive Committee (Argentina, Belgium, Benin, Canada, China, France, Grenada, Hungary, Japan, Kuwait, Niger, Norway, Rwanda and the United States of America) as well as the Chair and Vice-Chair of the Committee for 2019	Notification sent to Fund secretariat in November 2018; the Executive Committee held one meeting in June 2019 and will hold another in December 2019

<i>Decision number</i>	<i>Title</i>	<i>Action required of the Secretariat</i>	<i>Action taken/to be taken by the Secretariat</i>
XXX/19	Co-Chairs of the Open-ended Working Group of the Parties to the Montreal Protocol	Notify Mr. Alain Wilmart (Belgium) and Ms. Laura-Juliana Arciniegas (Colombia) of their selection as Co-Chairs	Letters sent to the Co-Chairs in November 2018, who presided over the forty-first meeting of the Open-ended Working Group in July 2019
XXX/20	Financial reports and budgets for the Montreal Protocol	Notify parties with contributions outstanding for two or more years of decision XXX/20; working with the President of the Meeting of the Parties, enter into discussions with those parties with a view to finding a way forward; and report on the results of those efforts to the Thirty-First Meeting of the Parties	Notification to parties on contributions to the Trust Fund for the Montreal Protocol sent by 15 December 2018; letter to parties with outstanding contributions sent in May 2019 Executive Secretary to report to the parties on the actions taken in relation to the budget during the Thirty-First Meeting of the Parties, based on the information in the budget for years 2020 and 2021 (see UNEP/OzL.Pro.31/4)
XXX/21	Thirty-First Meeting of the Parties to the Montreal Protocol	Notify all parties and make arrangements with Italy to host the Thirty-First Meeting of the Parties in Rome	Secretariat to organize the Thirty-First Meeting of the Parties in Rome from 4 to 8 November 2019; meeting invitations sent by the Secretariat to all parties in July 2019