



**United Nations  
Environment Programme**

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**Rotterdam Convention on the Prior Informed  
Consent Procedure for Certain Hazardous  
Chemicals and Pesticides in International Trade  
Conference of the Parties**

**First meeting**

Geneva, 20–24 September 2004

Item 8 (a) of the provisional agenda\*

**Physical location of the secretariat**

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**Note by the secretariat**

The secretariat has the honour to submit to the Conference of the Parties, in the annex to the present note, a document entitled “Offer by Italy and Switzerland to host the Permanent Secretariat of the Rotterdam Convention (PIC) in Geneva and Rome”, dated 21 July 2004, provided jointly by the Governments of Italy and Switzerland.

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\* UNEP/FAO/RC/COP.1/1.

## Annex

21 July 2004

**OFFER BY ITALY AND SWITZERLAND**  
**to host the Permanent Secretariat of the Rotterdam Convention (PIC)**  
**in Geneva and Rome**

**Additional Information / Key Elements**

Italy and Switzerland have the honour to submit the following additional information on their offer to host the Permanent Secretariat of the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (PIC Secretariat) in Geneva and Rome. This information document aims to summarize the key elements of the Italian-Swiss offer of April 6, 2001, and to specify and complement at the same time some specific elements of the Italian-Swiss offer.

<b>Infrastructure</b>	The PIC Secretariat would be housed <b>rent-free</b> in the International Environment House in Geneva and in the FAO premises in Rome.  Outstanding <b>international conference</b> facilities are available <b>free of charge</b> .  Both, the facilities for the Secretariat and the conference facilities are <b>already fully operational</b> .
<b>Costs: financial commitment of Italy and Switzerland</b>	Italy and Switzerland have pledged an <b>unarmarked contribution of Euro 1,200,000</b> a year towards the costs of the PIC Secretariat in Geneva and Rome.  Switzerland and Italy will continue to finance events and seminars in Switzerland and all over the world. In the past, the Swiss and Italian support for such conferences has <b>exceeded 500,000.- USD in several years</b> .  Switzerland will contribute <b>100,000.- Euro</b> in start-up assistance to update the Secretariat's equipment.
<b>Costs: possible additional costs</b>	The offer of Italy and Switzerland does imply <b>no additional costs</b> such as relocation costs.
<b>Synergies with other relevant institutions</b>	The relevant other <b>institutions providing for synergies with the PIC-Secretariat</b> are present in Geneva and Rome, including: <ul style="list-style-type: none"> <li>• UNEP Chemicals</li> <li>• Interim POPs secretariat</li> <li>• Basel Convention</li> <li>• Intergovernmental Forum on Chemicals Safety (IFCS)</li> <li>• Inter-Organization Programme for the Sound Management of Chemicals (IOMC)</li> <li>• Food and Agriculture Organization of the United Nations (FAO)</li> <li>• World Health Organization (WHO)</li> <li>• International Labour Organization (ILO)</li> <li>• World Meteorological Organization (WMO)</li> <li>• World Trade Organization (WTO)</li> <li>• United Nations Conference on Trade and Development (UNCTAD)</li> <li>• United Nations Institute for Training and Research (UNITAR)</li> </ul>
<b>Missions present</b>	Geneva: 153 countries and <b>275 representations</b> (185 missions; 7 permanent delegations, 83 consulates); Rome: 128 countries and <b>210 missions</b>
<b>Visa for conferences</b>	Short stay visas for delegates and experts designated by a government or invited by an intergovernmental organisation to attend a meeting in Italy or Switzerland are normally granted free of charge <b>within 24 hours</b> after submission of the required documents to the embassy or consulate.