

Preparing/Updating a National Profile as Part of a Stockholm Convention National Implementation Plan

Companion Guidance Note

Working Draft

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INTER-ORGANIZATION PROGRAMME FOR THE SOUND MANAGEMENT OF CHEMICALS

A cooperative agreement among **UNEP, ILO, FAO, WHO, UNIDO, UNITAR** and **OECD**



Note to reviewers

This Guidance Note, which is a working draft for external review and testing, has been prepared by UNITAR under a cooperative agreement with UNEP to assist with a UNEP-GEF Project on Stockholm Convention National Implementation Plans for twelve countries. The guidance is being field tested and distributed to key parties. Reviewers are asked to keep the following questions in mind as they work through the document:

- Is the scope of the document appropriate?
- Is the information provided too general or too detailed?
- What additional information or issues should be included?
- Is the guidance and information provided in the document practical or too theoretical?
- Is the presentation of the information (e.g. language, format) user-friendly?
- Is the information and guidance provided consistent with the needs and circumstances of developing countries and countries with economies in transition?
- Are there additional types of information that should be included in annexes in order to make the document more valuable to the user?

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USE OF THIS DOCUMENT

This guidance note has been developed to assist countries in preparing Stockholm Convention-related information, as part of a National Profile process that involves all interested and affected parties at the country level. The development of a National Profile, or the updating of an existing National Profile in the manner suggested, can result in a useful tool to support the implementation of the Stockholm Convention on Persistent Organic Pollutants (POPs). While the suggested approach is comprehensive, the document has been designed to provide flexibility to countries in order to ensure that efforts are undertaken in accordance with country priorities and are consistent with available information and resources.

The document is intended to serve as companion guidance to (and should be read alongside) the primary guidance provided by the 1996 document, *Preparing a National Profile to Assess the National Infrastructure for Management of Chemicals: A Guidance Document*. It is one component of a wide variety of guidance produced by intergovernmental organisations (IGOs) that can be used to assist in the implementation of the Stockholm Convention.

Countries can use this document, in combination with the primary IOMC National Profile Guidance Document (as mentioned above), in a number of ways:

- 1) to assist with the *preparation* of a National Profile (which would include a Stockholm Convention component);
- 2) to assist with the *updating* of a National Profile to include a baseline for the preparation of a Stockholm Convention National Implementation Plan (NIP); or
- 3) to assist with the preparation of POPs-specific baseline information for countries that do not wish to develop a comprehensive National Profile.

UNITAR does not, however, recommend that countries follow the third option. It is increasingly recognised by national governments that understanding and strengthening the foundations of sound chemicals management in general – through, in part, the development of a comprehensive National Profile – will greatly assist countries in the successful implementation of international agreements such as the Stockholm Convention. This broader approach is also consistent with the large number of international recommendations since the 1992 United Nations Conference on Environment and Development, aimed at governments, strongly encouraging countries to take a more integrated approach to chemicals management involving all interested and affected parties. In addition, a National Profile should be a “living document” – revisited and updated at regular intervals, in order to maximise its effectiveness as an important tool for sound chemicals management.

In preparing POPs-related information as part of a National Profile, the reader should view the guidance provided in the primary National Profile Guidance Document with POPs management in mind. The purpose of this document is, therefore, to assist with identifying key areas of a National Profile where baseline information useful for the Stockholm Convention could be incorporated.

INTRODUCTION TO THE GUIDANCE NOTE

A National Profile is a comprehensive assessment, done at the country level involving all interested and affected parties, of the national infrastructure relating to legal, institutional, administrative and technical aspects of chemicals management. A National Profile also provides key information on the nature and extent of chemicals availability and use in the country. A UNITAR/IOMC guidance document¹, published in 1996 and endorsed by the Intergovernmental Forum on Chemical Safety (IFCS), gives detailed advice to countries wishing to develop a National Profile.

The Stockholm Convention, which was adopted in May 2001, is a global treaty designed to protect human health and the environment from persistent organic pollutants (POPs). The Convention text specifies the measures that must be taken in order to comply with the obligations associated with being a Party to the Convention. These include regulatory measures regarding production, import, export, use and disposal and reduction/elimination of unintentional releases of POPs.

A basic and early requirement of a country to meet its obligations as a Party to the Stockholm Convention is the preparation of a National Implementation Plan (NIP). Understanding the country's baseline situation regarding POPs, and chemicals in general – through the preparation of a National Profile – can be seen as a fundamental component of a NIP.

This document gives guidance to countries wishing to develop or update a National Profile, while taking into account the requirements of the Stockholm Convention on Persistent Organic Pollutants. In order to be fully comprehensible, this document should be read side-by-side with the primary (1996) National Profile Guidance Document cited above. Copies of this document are available from UNITAR, or over the Internet at www.unitar.org/cwm/publications

Furthermore, this document is only one of several Stockholm Convention-related guidance documents produced by IGOs. Other relevant guidance includes: *Ridding the World of POPs: A Guide to the Stockholm Convention on Persistent Organic Pollutants*; *Guidelines for the Identification of PCBs and Materials Containing PCBs*; *Standardized Toolkit for Identification and Quantification of Dioxin and Furan Releases*; *Master List of Actions on the Reduction and/or Elimination of the Releases of POPs* and *Preparation of a National Implementation Plan for POPs*.²

This guidance has been prepared by UNITAR under the umbrella of the Inter-Organization Programme for the Sound Management of Chemicals (IOMC), a cooperative agreement of UNEP, ILO, FAO, WHO, UNIDO and OECD.

¹ UNITAR/IOMC, 1996. *Preparing a National Profile to Assess the National Infrastructure for Management of Chemicals: A Guidance Document*.

² *Guidance on Planning and Developing National Implementation Plans Under the Stockholm Convention* was distributed in draft form at the Sixth Meeting of the Intergovernmental Negotiating Committee on Persistent Organic Pollutants (POPS INC-6), Geneva, 17-21 June 2002, as an Information Document (UNEP/POPS/INC.6/INF/8). See <http://www.pops.int/documents/meetings/inc6/englishonly/INF8.pdf>

**SUPPLEMENTARY GUIDANCE FOR PART A OF THE PRIMARY NATIONAL PROFILE
GUIDANCE DOCUMENT: INTERNATIONAL AND NATIONAL POLICY FRAMEWORK**

Summary of Part A of the 1996 UNITAR/IOMC Guidance Document:

Part A of the primary National Profile Guidance Document provides an introduction to the international and national policy frameworks for the sound management of chemicals, including a discussion on the need to ensure close coordination among concerned ministries towards achieving the sound management of chemicals.

1.0 International Recommendations Related to National Profiles and POPs

1.1 Intergovernmental Forum for Chemical Safety (IFCS)

At its inception meeting in Stockholm in 1994, the IFCS recommended that “National Profiles to indicate the current capabilities and capacities for management of chemicals and the specific needs for improvements should be elaborated as soon as possible and no later than 1997”.³ The Profiles were recognised as one of its “Priorities for Action” to implement Chapter 19 of Agenda 21.

Two years later, the Second Intersessional Group of the IFCS (ISG-2) invited countries to “...commit to the preparation of a mini or comprehensive National Profile...using the process in the revised UNITAR guidance document”.⁴

During its Second Session in Ottawa, Canada, February 1997, the IFCS issued a statement which “encourages countries to prepare and continuously update national profiles, using the UNITAR/IOMC guidance document, with the involvement of all concerned parties, and to use conclusions based on these assessments to define priorities to be addressed through national action programmes for strengthening chemicals management...”.⁵

The Intersessional Group Meeting (ISG 3) in Japan, December 1998, called on “IFCS Vice-presidents to continue their efforts supporting the completion of countries’ National Profiles, with the purpose of both improving the sound management of chemicals in each country and with the view towards compiling a regional profile. ISG3 encouraged those countries that have not prepared their National Profile to do so before Forum III, and requested donors to support governments and UNITAR/IOMC activities in this area”.⁶

³ IFCS, 1994. *Resolution on Priorities for Action in Implementing Environmentally Sound Management of Chemicals*. IPCS/IFCS/94.Res.2: 29 April 1994.

⁴ IFCS, 1996. “Report of the Working Group on Programme Area E: Strengthening of National Capability and Capacity of Chemicals Management, 8 March 1996 (Annex 13, ISG/96.WP.20.Rev 1)”, (from: *Second Meeting of the Intersessional Group of the Intergovernmental Forum on Chemical Safety, Canberra, Australia, 5-8 March 1996: Final Report* [Canberra: Intergovernmental Forum on Chemical Safety, 10 April 1996]).

⁵ IFCS, 1997. *Forum II Second Session of the Intergovernmental Forum on Chemical Safety. Ottawa, Canada (10-14 February 1997). Final Report*. IFCS/FORUM-II/97.25w.

⁶ IFCS, 1998. *Third Meeting of the Intersessional Group, Intergovernmental Forum on Chemical Safety, Yokohama, Japan, 1 - 4 December 1998, Final Report*. IFCS/ISG3/98.50w.

At the Third Session in Salvador da Bahia, Brazil, October 2000, the IFCS committed, with the support of donor countries and international organisations, to achieve the following goal: “By 2002: Most countries, through a multi-stakeholder process, will have developed a National Profile on chemicals management, ensured national coordination for the sound management of chemicals and designated an IFCS National Focal Point”.⁷

1.2 Global Environment Facility

In May 2001, the Global Environment Facility (GEF) was selected as the interim financial mechanism for the Stockholm Convention on Persistent Organic Pollutants. At the May 2001 meeting of the GEF Council, countries approved a set of initial guidelines for “enabling activities”⁸ for the Stockholm Convention.⁹ These guidelines recommend the “preparation of a National Profile (or core sections thereof as they related more specifically to POPs)” and call for a “National Profile (or core sections thereof)” as a key output of the process to prepare a Stockholm Convention National Implementation Plan (NIP). Moreover, the document suggests, “Countries which have not prepared a National Profile are encouraged to do so (using UNITAR/IOMC guidance). Focus should be on those sections of National Profile which are of particular relevance to POPs”.¹⁰

1.3 Other Chemicals-related Conventions and the World Summit on Sustainable Development (WSSD)

In addition to the implementation of the Stockholm Convention, a variety of chemicals-related international agreements and conventions exist which have and will continue to affect national legislation, regulations and policies for the sound management of chemicals. Examples of key international agreements, many of which have only been recently negotiated, include: Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal; Rotterdam Convention on the Prior Informed Consent (PIC) Procedure for Certain Hazardous Chemicals and Pesticides in International Trade; Chemicals Weapons Convention; Vienna Convention/Montreal Protocol on Substances that Deplete the Ozone Layer; and ILO Convention 170 concerning safety in the use of chemicals at work. Furthermore, while each of these agreements has its precise objectives and purpose, some of the regulatory and policy instruments required to implement the obligations under various agreements at the national level are often similar, if not the same.

Recognising the potential for synergy across the implementation of the various chemicals-related international agreements and the need for related coordination within countries, the WSSD, in an effort to further build on the achievements made since UNCED and expedite the realisation of the remaining goals, outlined subsequent steps in its *Plan of*

⁷ IFCS. 2000. *Intergovernmental Forum on Chemical Safety, Third Session - Forum III, Final Report, Bahia Declaration on Chemical Safety*. IFCS/FORUM III/23w.

⁸ Enabling activities, as defined in the GEF Operational Strategy, represent a basic building block of GEF assistance to countries. They are a means of fulfilling essential communication requirements to a Convention, providing a basic and essential level of information to enable policy and strategic decisions to be made, or assisting planning that identifies priority activities within a country.

⁹ GEF. 2001. *Joint Summary of the Chairs, GEF Council Meeting, May 9-11, 2001*. See http://www.gefweb.org/Joint_Summary_of_the_Chairs-English.pdf

¹⁰ This guidance note provides guidance on how to undertake this suggestion.

Implementation. Included in this plan are recommendations to “Promote the ratification and implementation of relevant international instruments on chemicals and hazardous waste...and encourage and improve coordination as well as supporting developing countries in their implementation” (Paragraph 22(a)), and “Encourage partnerships to promote activities aimed at enhancing environmentally sound management of chemicals and hazardous wastes, implementing multilateral environmental agreements, raising awareness of issues relating to chemicals and hazardous waste, and encouraging the collection and use of additional scientific data (Paragraph 22(d)).

The preparation of a National Profile can serve as a useful tool in this context by providing a comprehensive picture of the national infrastructure in which chemicals-related international agreements will be implemented.

2.0 Overview of the Stockholm Convention

The Stockholm Convention, which was adopted on 23 May 2001, focuses on reducing and, where appropriate, eliminating releases of 12 POPs of international concern. These include nine pesticides (aldrin, chlordane, DDT, dieldrin, endrin, heptachlor, hexachlorobenzene, mirex and toxaphene), two industrial chemicals (polychlorinated biphenyls (PCBs) and hexachlorobenzene), and four by-products (polychlorinated dibenzo-p-dioxins (PCDD) and dibenzofurans (PCDF), hexachlorobenzene and PCBs).

The Convention provides Parties with basic objectives, principles and elements for use in developing comprehensive programmes and control regimes for addressing their obligations with regard to POPs. The Convention is structured to address POPs that are: (i) intentionally produced, such as pesticides (insecticides, rodenticides and fungicides); (ii) produced and released unintentionally as the result of human activity; and (iii) intentionally produced and used for disease vector control, for example for malaria control (DDT). POPs substances to be addressed via these categories are listed in annexes A-C of the Convention. Annex D of the Convention includes informational requirements and screening criteria for adding other chemicals to the Convention. Control provisions outlined in the Convention, which reference the substances via the annexes, are contained in three key articles: Article 3 addresses intentionally produced POPs; Article 5 pertains to POPs generated unintentionally; and Article 6 concerns stockpiles and wastes of the twelve POPs.

**SUPPLEMENTARY GUIDANCE FOR PART B OF THE PRIMARY NATIONAL PROFILE
GUIDANCE DOCUMENT: THE PREPARATION/UPDATING OF THE NATIONAL PROFILE AS
PART OF THE NATIONAL IMPLEMENTATION PLAN DEVELOPMENT PROCESS**

Summary of Part B of the 1996 UNITAR/IOMC Guidance Document:

Part B of the primary National Profile Guidance Document introduces possible objectives and benefits of preparing a National Profile and contains suggestions for organising the preparation of a National Profile at the country level. A key element of the proposed approach is the involvement of a broad range of concerned parties, both within and outside of government to ensure that the National Profile will be used and endorsed by all concerned parties. Special emphasis is placed on preparatory and organisational considerations, practical steps towards completing the National Profile, and a checklist to help assess progress in preparing the National Profile.

1.0 Introduction to the NIP Development Process

Through the support of the GEF, GEF-eligible countries that sign or accede to the Stockholm Convention are able to apply for resources to support NIP development. In addition, a 12-country UNEP-GEF project on NIPs is also under way. In the Project Document that describes the 12-country pilot project, a number of steps are prescribed at the country level that can assist with NIP development. These include:

- 1) determination of the coordinating mechanisms and organisation of process;
- 2) establishment of a POPs inventory and assessment of national infrastructure and capacity;
- 3) priority-setting and determination of objectives;
- 4) formulation of a prioritised and costed¹¹ NIP, and specific Action Plans on POPs; and
- 5) endorsement of the NIP by stakeholders.

2.0 Where Does the National Profile Fit in the NIP Development Process?

The UNITAR/IOMC National Profile process, in the NIP context, serves primarily as the instrument through which an accurate assessment of national infrastructure and capacity for addressing obligations under the Stockholm Convention can be achieved (part of the second step, above). The primary National Profile Guidance Document, however, also contains guidance that may be useful in: determining the coordinating mechanisms and organisation of process; priority-setting; and endorsement of the NIP. Table 1 (below) outlines the relevant sections of the primary National Profile Guidance Document for each of the above issues.

As the gathering of detailed baseline and capacity-related information provides crucial input into the decisions that will need to be made regarding Stockholm Convention implementation at the country level, it is recommended that the National Profile development/updating process begin as early as possible in the NIP development process. The formation of a

¹¹ "Costed" means where monetary resources are estimated.

National Profile committee, for example as a subcommittee of the NIP Development Committee¹², can be an advisable first step.

Table 1. Relevant Sections of the Primary National Profile Guidance Document for NIP Development

Step in the NIP Development Process	Relevant Sections of the Primary National Profile Guidance Document
Assessment of national infrastructure	Entire document
Coordinating mechanisms	Part B, Section 3
Organisation of process	Part B, Section 4
Priority-setting ¹³	Part C, Chapter 3
Resources available and needed ¹⁴	Part C, Chapter 12
Endorsement of the NIP	Part B, Section 4, Step 1

3.0 Are Chemical Inventories a Component of a National Profile?

Inventories have a direct relationship to, but are not strictly part of a National Profile. The development of a National Profile is a detailed exercise where existing capacities and related constraints preventing effective chemicals management are identified in a general manner. A National Profile takes information generated by an inventory – for example, in Chapter 2, on chemical production, import, export and use – closely into account. Information on chemicals, however, is not normally presented in a chemical-specific manner in a National Profile document. For example, information on chemicals imports or exports is usually presented by category, such as total pesticides or industrial chemicals.

An inventory, in and of itself is a detailed technical list of chemicals (in this case, POPs) on-hand in a country (be they PCBs in transformers, a barrel of DDT sitting in a warehouse, or an releases estimate of dioxin and furans from a hospital waste incinerator). Therefore, information from an inventory can greatly assist in the overall assessment process, and gathering of general chemicals-related information being undertaken through a National Profile.

4.0 The National Profile Committee

This National Profile committee, which can consist of the key ministries, agencies and stakeholders outside of government concerned with chemicals management in the country, would have the task of preparing/updating the National Profile. Countries can use an existing

¹² Each country can determine, as part of their NIP development process, the exact name, tasks and reporting relationship of such a (sub)committee.

¹³ The primary National Profile Guidance Document provides suggestions to assist countries in determining overall priority concerns in relation to general chemicals management issues. The NIP process, as outlined in the GEF guidelines, calls for a determination of priorities at the country level with regard to management options that specifically aimed at POPs-related activities.

¹⁴ The primary National Profile Guidance Document provides suggestions to assist countries to make a *general* determination of available and needed resources. For NIP development purposes, countries may find that determining more detailed estimates of POPs-specific information on available and needed resources will be of greater utility.

National Profile committee for this purpose if one is already in place as a result of previous National Profile development.

The committee should meet regularly during the National Profile preparation/updating process, and should report directly to the primary NIP coordinating mechanism. One of its first tasks would be to organise a National Profile Planning Meeting, which could include expert participation from resource persons outside the country.

Possible elements of an agenda for the National Planning Meeting can include:

- introducing/reviewing “What is a National Profile?”, including the international context and how the Profile fits into the NIP development process;
- introducing/reviewing the National Profile methodology (*how to develop a NP*);
- introducing specific POPs-related issues¹⁵;
- organisational considerations¹⁶, including drafting of Terms of Reference (TOR)¹⁷, workplan (including timelines) and the committee budget (including the possible inclusion of a national consultant that can assist with important data-gathering);
- establishment of working groups on selected topics for National Profile development/ updating;
- an initial work-through of the methodologies by the working groups, and feedback on lessons learned to the plenary; and
- a discussion of next steps and ongoing expert support for the rest of the National Profile development/ updating process.

Organisational considerations that should be addressed by the committee can include, *inter alia*:

- designating a chair and rapporteur, and defining their responsibilities;
- finalising committee membership, including what each is expected to bring to the process;
- guidance on how decisions would be made by the group; and
- in cooperation with the national NIP coordinating mechanism, determining the reporting relationship of the committee, including agreeing to regular progress reports, and deadlines for the completion of a first draft and final National Profile.

These kinds of considerations can be included in a Terms of Reference for the committee that can be drafted at the National Planning Meeting, and agreed at the first subsequent meeting of the committee after being endorsed by key officials. Broader participation in the National Planning Meeting from a wide range of representatives of organisations involved in chemicals management, who are not part of the National Profile committee, would be highly beneficial.

¹⁵ See Part C of this document, and the GEF guidelines on enabling activities.

¹⁶ For further detailed guidance on organisational considerations such as these, please refer to the UNITAR/IOMC Guidance Document *Developing and Sustaining an Integrated National Programme for the Sound Management of Chemicals*, Working Draft, 2001.

¹⁷ For suggested elements for a Terms of Reference, see Annex A.

5.0 Workplan and Budget

The workplan should contain key milestones and activities that can occur in sequence over the life of the process. Each activity should be assigned to a responsible participant(s), with deadlines and a system for tracking progress (this can be done by the Secretariat in coordination with the Chair). Each activity can be clearly mapped out in sequence, and even be broken down further into tasks, as the following table shows.

The budget, which should be modest and cover the basic expenses for undertaking the workplan, can provide a detailed estimate concerning the cost of the various components of the workplan for which resources are needed. As part of the budget, the committee may consider the hiring of a local/national consultant that can assist its members with gathering information for the National Profile.

Table 2. Sample Workplan for National Profile Development/Updating

Activities	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 24
1. Organise National Profile Planning Meeting	X						
2. Hold National Profile Planning Meeting	X						
3. Finalise TOR, workplan and budget		X					
4. Hold working group meetings (e.g. monthly)		X	X	X	X	X	
5. Hire consultant		X					
6. Gather information		X	X	X	X		
7. Prepare first draft of National Profile			X				
8. Hold review meeting				X			
9. Prepare final draft of National Profile					X		
10. Hold review meeting						X	
11. National Profile completed						X	
12. Publish National Profile						X	
13. Revise National Profile at end of NIP preparation process							X

6.0 Breaking into Working Groups at the National Planning Meeting

In all likelihood, the participants in the National Profile committee will bring different skills and areas of expertise to the process. It may greatly facilitate the National Profile development/updating process, therefore, if the National Planning Meeting participants divide into working groups, at an appropriate point in the meeting, that can address various

components of National Profile development. Table 3 outlines a working group approach that the meeting organisers can consider.

Table 3. Possible Working Groups and Relevant Chapters of the Primary National Profile Guidance Document

Possible Working Groups	Corresponding Chapters of the Primary National Profile Guidance Document Outlined in Part C of this Document
Data and Information on POPs	Chapters 1, 2, 3, and 8
Management and Requirements	Chapters 4, 11, 12
Co-operation and Reporting	Chapters 5, 6, 7, 9, 10.

The working groups may even consider continuing their work beyond the National Planning Meeting throughout the National Profile development/updating process. A balance of interests and expertise should be striven for in terms of the composition of each working group. In addition, an important “check” on the material that is developed by each working group would be to ensure that it is reviewed by those that are expert with regard to particular chemicals/chemical categories, and wastes under the Stockholm Convention. The focus of the Stockholm Convention is such that three different groups of target chemicals can be identified: industrial chemicals, pesticides and unintentional by-products.

**SUPPLEMENTARY GUIDANCE FOR PART C OF THE PRIMARY NATIONAL PROFILE
GUIDANCE DOCUMENT: SUGGESTED STRUCTURE AND CONTENTS OF A NATIONAL PROFILE**

Summary of Part C of the 1996 UNITAR/IOMC Guidance Document:

Part C of the 1996 primary National Profile Guidance Document outlines a suggested structure and contents for a National Profile (see Box 1 below). It recommends a combination of tables and text to present the relevant information. In addition, questions are put forward to assist with the diagnoses of the existing national infrastructure for the management of chemicals.

Part C of *this* document provides additional detailed suggestions for the structure of the National Profile. Each key section of the guidance below consists of the following:

- 1) a brief summary of the guidance given in the UNITAR/IOMC document *Preparing a National Profile to Assess the National Infrastructure for Management of Chemicals*; and
- 2) further guidance on how Stockholm Convention-related information, if needed, can be incorporated into the National Profile.

Box 1. Recommended Table of Contents of the National Profile

Introduction to the National Profile

Executive Summary

Chapter 1: National Background Information

Chapter 2: Chemical Production, Import, Export and Use

Chapter 3: Priority Concerns Related to Chemical Production, Import, Export and Use

Chapter 4: Legal Instruments and Non-regulatory Mechanisms for Managing Chemicals

Chapter 5: Ministries, Agencies and Other Institutions Managing Chemicals

Chapter 6: Relevant Activities of Industry, Public Interest Groups, and the Research Sector

Chapter 7: Inter-ministerial Commissions and Co-ordinating Mechanisms

Chapter 8: Data Access and Use

Chapter 9: Technical Infrastructure

Chapter 10: International Linkages

Chapter 11: Awareness/Understanding of Workers and the Public

Chapter 12: Resources Available and Needed for Chemicals Management

Annex 1: Glossary

Annex 2: Available National Reports and Papers Addressing Various Aspects of Chemicals Management

Annex 3: Names and Addresses of Key Individuals and Organizations

Introduction and Executive Summary

UNITAR/IOMC document: These sections provide an introduction to the international and national policy context in which the National Profile was prepared/updated, the organisations which participated in the process, etc. and summarise the key findings and conclusions.

Further POPs-related suggestions: It is only necessary that the focus of this section be adjusted to consider the issues outlined in relation to POPs management.

Chapter 1: National Background Information

Sections 1.1 – Physical and Demographic Context and 1.2 – Political/Geographic Structure of the Country

UNITAR/IOMC document: These sections provide various background details regarding the country that help to set the exercise of National Profile development into the national context.

Further POPs-related suggestions: It is likely not necessary that any information presented in these two sections of the National Profile needs to be adjusted for reasons related to the Stockholm Convention.

Section 1.3 – Industrial and Agricultural Sectors

UNITAR/IOMC document: This section provides for the inclusion of general information about the industrial and agriculture sectors in the country. The purpose of this section is to provide insight regarding the relative importance of these two sectors in the economy, and possible regions of the country where problems from hazardous chemicals may be faced. This information can be mainly presented by a set of tables.

Further POPs-related suggestions: This section, in addition to providing a general overview of the industrial and agricultural sectors in the country, can, for POPs-related purposes, be further subdivided into key sub-sectors in the economy where POPs reduction and elimination will be relevant or have an impact. For example, this information can cover the power sector, chemical production, agricultural, ferrous/non-ferrous metals and waste management sectors. In addition, although this may be somewhat outside of the originally intended scope of this section, public infrastructure, and its relation to POPs, can also be addressed in a general manner. With regard to POPs by-products, it may be appropriate to refer to specific sub-sectors covering the source categories listed in Annex C of the Stockholm Convention related to unintended production of POPs, including those related to infrastructure.

Section 1.4 – Industrial Employment by Major Sectors

UNITAR/IOMC document: This section provides a detailed overview of the levels of employment in different sectors of the national economy that have implications for the safe management of chemicals in general. A suggested table describes some 12 key sectors, the number of facilities in each, their total employment, value of their outputs, and the types of emissions associated with each sector.

Further POPs-related suggestions: It would be useful to prepare a complementary, POPs-specific version of the table providing industrial employment for sectors that produce, use, and/or generate POPs. Table 1.F below can serve as a guide to this exercise. Countries should add any other sectors that are relevant to POPs within their country. Annex C of the Stockholm Convention text, which provides a list of source categories for unintentional generation of POPs, can also provide further guidance for this table.

Table 1.F – POPs-related Industrial Employment by Major Sectors

ISIC Code ¹⁸	Description	Number of Facilities	Total Employment	Output Value (per year)	POP Releases – Yes/No and Which POPs?	Non-POPs Related Releases
31	Food Industry					
32	Wood and Wood Products, Printing					
33	Textiles/Clothing and Leather Goods					
34	Paper and Paper Products					
35	Chemical/Coal/Petro/Plastic Products					
36	Mineral Products					
37	Basic Metals Industry					
38	Fabrication of Machinery and Equipment					
39	Other Manufacturing Industries					
	Mining and Extraction (Coal/Oil/Natural Gas/Minerals/Metals)					
	Generation of Electricity					
	Dry Cleaning					
	Recycling					
					
TOTAL					—	—

¹⁸ ISIC: International Standard Industrial Classification of all Economic Activities, OECD.

Chapter 2: Chemicals (including POPs) Production, Import, Export and Use

Suggested New Section – History of POPs Production, Generation and Use

A useful addition to this chapter of the National Profile is a section briefly outlining the history of POPs production, generation and use within the country. Working through the historical record (e.g. old import/export data, closed industrial facilities, history of pesticide use on crops) may help to provide insights about the present POPs situation.

Section 2.1 – Chemical Production, Import and Export

UNITAR/IOMC document: In UNITAR’s experience, most countries that have prepared a National Profile using the primary National Profile Guidance Document have taken a fairly general approach to the issue of chemical production, import and export as outlined in this section. Chemicals under these headings have tended to be reported as “total industrial chemicals”, “total pesticides,” etc.

Further POPs-related suggestions: For the purposes of assisting with critical baseline information required for NIP development for the Stockholm Convention, it is suggested that a useful approach would include two of the three¹⁹ different POPs categories – POPs pesticides and POPs industrial chemicals, be used in this section.

In addition to the general tables addressing general chemical production, trade and use that are outlined in the primary National Profile Guidance Document, it is therefore suggested that an additional stand-alone table be produced, entitled “Intentionally Produced POPs: Production, Import and Export” (see Table 2.A.1). The remaining columns, which outline specific data on production/import/export and related activities, will need to be completed through a fairly detailed investigation at the country level.

Table 2.A.1 – Estimated POPs Production and Trade

POP Categories²⁰	Production/ Manufacturing (kg per year and value, if any)	Imports (kg per year and value)	Formulation/ Packaging (kg per year and value)	Exports (kg per year and value)
Industrial Chemicals (polychlorinated biphenyls [PCBs] and hexachlorobenzene)				
Pesticides (aldrin, chlordane, DDT, dieldrin, endrin, haptachlor, hexachlorobenzene, mirex and toxaphene)				

¹⁹ It is not recommended that chemicals that belong to the third POPs category – unintentional by-products, be reported on in this section.

²⁰ PCDD and PCDF are not commercially produced and have little if any commercial value, except when produced as reference standards for laboratory/other use.

Trade Names: POPs chemicals that have been/are commercially produced have been sold under a wide variety of different trade names, making their identification a challenge. Those participating in the collection of information for this table, and for many other parts of the NIP development process, need to collect as much information as possible regarding trade names. Annex B of this document provides a non-comprehensive list of the POPs and corresponding common trade names that can be used as a starting point for countries.

Section 2.2 – Chemical Use by Categories

UNITAR/IOMC guidance: This section of the National Profile was designed to reflect general information on chemical use in the country, by broad category (e.g. agricultural pesticides, fertilizers, industrial chemicals). This information is reflected in Table 2.B, entitled “Chemical Use by Categories”.

Further POPs-related suggestions: Similar to section 2.1, this section can also contain additional information to reflect the use of intentionally produced POPs in the country. A second, POPs-categories-specific table can be added with the suggested titled “Use of Intentionally Produced Persistent Organic Pollutants by Category”. Unintentionally generated POPs can be included in a separate, new section (2.4, below). As is the case with the section addressing chemical production and trade, those who contribute at the national level to the collection of use-related information on POPs should be aware of the large variety of trade names under which these chemicals have been marketed (see Annex B of this document).

Section 2.3 – Chemical Wastes

UNITAR/IOMC guidance: This section of the National Profile summarises the total amount of chemical waste generated in the country each year, including available information on the type and nature of the wastes, and import/export information.

Further POPs-related suggestions: For the purposes of the Stockholm Convention, this section should be modified to include general information on both stockpiles and wastes. This can help to provide some of the information required for preparing inventories of stockpiles of POPs, waste products contaminated with POPs and contaminated sites, as part of the NIP. A useful approach will be to prepare separate tables for each of these areas. As is the case with all information being gathered for the National Profile, it should be presented as a series of indicative tables that can outline number of sites, geographic location, and with a rough indication of the magnitude of the stockpile/waste deposit (e.g. small, medium, large)²¹.

A variety of guidance and information regarding obsolete stockpiles is available that can assist with this section. For example, guidelines which can help with the identification of obsolete stocks have been prepared by FAO, such as training on inventory taking of obsolete stocks.²² Other efforts, such as the Africa Stockpiles Programme – a continent-wide, strategic partnership with the aim to clean up and safely dispose of all obsolete pesticide stocks from

²¹ Detailed, quantitative inventory information will be collected as a separate part of NIP development. Please see FAO reference, below, for additional insights regarding possible parameters for such indicative tables.

²² Guidelines can be downloaded or ordered over the Internet at:
http://www.fao.org/WAICENT/FAOINFO/AGRICULT/AGP/AGPP/Pesticid/Disposal/index_en.htm

Africa and put in place measures to prevent their recurrence – can provide additional insight into tackling the issue of stockpiles and contaminated sites.²³

A New Section – 2.4 – Unintentionally Generated POPs

An important section not covered in the primary National Profile Guidance Document concerns releases from unintentional production of polychlorinated dibenzo-p-dioxins and dibenzofurans (PCDD/PCDF), HCB and PCBs (Annex C). This section should identify which major source categories are relevant to their national situation and to what extent. The UNEP document, *Standardized Toolkit for Identification and Quantification of Dioxin and Furan Releases*, provides detailed guidance in this area regarding dioxins and furans.²⁴ Using the Table 2.D below, countries may chart the relevant release estimates for each major source category in order to direct further investigation.

Table 2.D – Unintentionally Generated POPs

Type of Facility/Practices	Frequency of Occurrence/ Number of Facilities
<i>(Annex C. Part II: Source Categories)</i>	
(a) Waste incinerators, including co-incinerators of municipal, hazardous or medical waste or of sewage sludge	
(b) Cement kilns firing hazardous waste	
(c) Production of pulp using elemental chlorine or chemicals generating elemental chlorine for bleaching	
(d) Thermal processes in the metallurgical industry <ul style="list-style-type: none"> (i) Secondary copper production (ii) Sinter plants in the iron and steel industry (iii) Secondary aluminium production (iv) Secondary zinc production 	
<i>(Annex C. Part III: Source Categories)</i>	
(a) Open burning of waste, including burning of landfill sites	
(b) Thermal processes in the metallurgical industry not mentioned in Part II	
(c) Residential combustion sources	
(d) Fossil fuel-fired utility and industrial boilers	
(e) Firing installations for wood and other biomass fuels	
(f) Specific chemical production processes releasing unintentionally formed persistent organic pollutants, especially production of chlorophenols and chloranil	
(g) Crematoria	
(h) Motor vehicles, particularly those burning leaded gasoline	
(i) Destruction of animal carcasses	
(j) Textile and leather dyeing (with chloranil) and finishing (with alkaline extraction)	
(k) Shredder plants for the treatment of end of life vehicles	
(l) Smouldering of copper cables	
(m) Waste oil refineries	
TOTAL	

²³ More information can be found at: <http://www.africastockpiles.org>

²⁴ The document can be downloaded from the Internet at: <http://www.chem.unep.ch/pops/pdf/toolkit/toolkit.pdf>. With regard to information regarding possible byproduct releases of HCB and PCB, visit the primary UNEP Chemicals website.

Chapter 3: Priority Concerns Related to Chemicals (including POPs) **Production/Generation, Import, Export and Use**

Section 3.1 – Priority Concerns Related to POPs Production/Generation, Import, Export and Use

UNITAR/IOMC guidance: This chapter provides an overview of the nature of problems associated with chemical production, trade and use, and, to the extent known, the chemicals or categories of chemicals which are causing the concern. Suggestions are given to countries to assist in the diagnosis and prioritisation of chemical problems.

Further POPs-related suggestions: By virtue of signing the Stockholm Convention, it is implied that each country has accepted that there is international consensus that the 12 chemicals outlined by the Convention are a potential problem with regard to human health and the environment. There is a wealth of scientific evidence to support this view.²⁵ Each country that commits to implement the Stockholm Convention will have its own domestic POPs-related priorities. These will be a reflection of the country's own national situation (e.g. a heavily agricultural country with a low level of industrial production may emphasise the identification of and action on POPs pesticides stockpiles as part of their NIP, and place less emphasis on by-products). Those countries that seek further guidance on this issue can refer to the UNITAR/IOMC document, *Organising a National Workshop on Chemicals Management and Safety*.²⁶

Section 3.2 – Comment/Analysis

UNITAR/IOMC guidance: A number of key guidance questions are suggested for country participants to consider that can assist with producing a brief (1-page) identification of problem areas and an assessment of national capabilities for chemicals management.

Further POPs-related suggestions: In addition to the questions put forward in the primary UNITAR/IOMC guidance, countries should be aware of whether chemicals of concern at the national level might, at some future date, qualify as POPs and be added to the initial list of 12 currently addressed by the Stockholm Convention (the process for adding chemicals is outlined in Article 8 of the Convention text). The results of and background documentation for an ongoing UNEP-GEF project addressing Persistent Toxic Substances (PTS)²⁷ may provide insight and assistance for any country that considers nominating new chemicals to be added to the Convention. Such chemicals can be identified, in a preliminary way, for further consideration/study as part of the National Profile process.

²⁵ For example, see the Stockholm Convention site at <http://www.pops.int/documents/background/> and UNEP's website at <http://www.chem.unep.ch/pops/newlayout/infpopschem.htm>

²⁶ To assist interested countries in organising a "National Priority Setting Workshop", UNITAR/IOMC has prepared a guidance document entitled, *Organising a National Workshop on Chemicals Management and Safety*. Another document, *Developing and Sustaining an Integrated National Programme for the Sound Management of Chemicals: Working Draft*, may also be useful in this context. Both documents can be downloaded at: <http://www.unitar.org/cwm/publications/index.htm>

²⁷ Detailed information on this project can be found on the Internet at: <http://irptc.unep.ch/pts/Default.htm>

Chapter 4: Legal Instruments and Non-Regulatory Mechanisms for (or Relevant to) Managing Chemicals, including POPs

UNITAR/IOMC guidance: This chapter provides an overview of existing legal instruments and non-regulatory mechanisms for managing chemicals, including their implementation and enforcement, and to identify relevant strengths, weaknesses and gaps.

Further POPs-related suggestions: Each country will need to identify which national/other legislation is relevant to POPs. It is possible to apply the guidance provided in the primary National Profile Guidance Document towards the preparation of a POPs component for this chapter. It is only necessary that the focus is adjusted to consider the issues outlined in relation to POPs management. While many of the legal instruments identified, at this stage, might not have been designed directly to address POPs, it will be important to consider those which are at least relevant to POPs management. The Stockholm Convention text should provide, at least in a preliminary manner, a primary resource for determining obligations under the Convention that would provide insight for the completion of this section of the National Profile.²⁸

Section 4.1 – Overview of National Legal Instruments Which Address the Management of Chemicals

UNITAR/IOMC guidance: This section provides an overview of all laws, regulations, standards, decrees, or other legal instruments relevant to chemicals management, along with insight into which categories of chemical are addressed by each.

Further POPs-related suggestions: Identifying the legal instruments that are relevant to chemicals management (as suggested in the primary National Profile Guidance Document) can also help to determine which are particularly relevant for POPs management. Often, it will simply be a matter of reviewing these instruments and assessing their relevancy to the management of POPs. It may, however, be useful to categorise these POPs-relevant legal instruments (and broaden the search where necessary) along the following lines:

- Environmental/sustainable development policy and general legislative framework;
- National obligations derived from international commitments;
- Legislation and regulations related to hazardous waste management and contaminated sites (“Stockpiles and Wastes”);
- Legislation and regulations related to sources that generate and release dioxins and furans, and methods/techniques/guidance/regulation to eliminate or reduce these releases (“Unintentionally Generated POPs”);
- Legislation and regulations related to pesticides (“Intentionally Produced POPs”);
- Legislation and regulations related to industrial chemicals (“Intentionally Produced POPs”);
- Legislation and regulations related to Pollutant Release and Transfer Registers (PRTRs)/inventories;

It is suggested that separate indicative tables be prepared for each category, if necessary.

²⁸ For more information, see UNEP’s document, *Ridding the World of POPs: A Guide to the Stockholm Convention on Persistent Organic Pollutants* (http://www.pops.int/documents/guidance/beg_guide.pdf).

Section 4.2 – Summary Description of Key Legal Instruments Relating to Chemicals

UNITAR/IOMC guidance: This section comprises a more detailed view of key legal instruments that are considered of high importance for the management of chemicals.

Further POPs-related suggestions: The guidance in this section with a focus on POPs management is sufficient for addressing the corresponding POPs component. It may be useful to consider the legal instruments within the categories outlined above for section 4.1.

Section 4.3 – Existing Legislation by Use Category Addressing Various Stages of Chemicals from Production/Import Through Disposal

UNITAR/IOMC guidance: This section provides more of a strategic overview, based on the previous two sections, outlining the key legal instruments in accordance with the different stages of the chemical life cycle.

Further POPs-related suggestions: Regarding Table 4.B, the first column can be adjusted to list each POP or POPs category as the focal points.

Section 4.4 – Summary Description of Key Approaches and Procedures for Control of Chemicals

UNITAR/IOMC guidance: This section provides an overview of existing policy approaches and procedures used to address chemicals at the country level. Examples of issue areas that such policies and procedures can address in the context of chemicals management are also given.

Further POPs-related suggestions: Table 4.C should be considered to be a key exercise table from the perspective of POPs management. It can also provide insights into which other chemicals may be a high priority for the country to possibly nominate to add to the Convention at some later date.

Section 4.5 – Non-regulatory Mechanisms for Managing Chemicals

UNITAR/IOMC guidance: This section gives a description of all non-regulatory mechanisms that have a role in the management of chemicals. A variety of examples are given.

Further POPs-related suggestions: Section 4.5 in the primary National Profile Guidance Document can be applied as it stands to preparing POPs-related information.

Section 4.6 – Comments/Analysis

UNITAR/IOMC guidance: This section contains a detailed series of guidance questions that countries can pose that address issues such as gaps, enforcement capabilities, the effectiveness of laws, policies and non-regulatory mechanisms, new (proposed) laws, and laws passed to conform with international commitments.

Further POPs-related suggestions: One important question to add to the existing guidance is: Which laws may need to be amended in order to meet the Convention obligations? This

important issue (which should be addressed only in a preliminary manner as part of the National Profile) will be further addressed during the course of NIP development, including consideration of the variety of options available for amending key legal instruments that can be proposed to decision-makers.

Chapter 5: Ministries, Agencies and Other Institutions Managing (or Related to Managing) Chemicals, including POPs

UNITAR/IOMC guidance: This chapter describes and contains an analysis of the mandates and programmes of various ministries, agencies and other governmental institutions responsible for, and concerned with, various aspects of chemicals management.

Further POPs-related suggestions: The specific POPs-related responsibilities of each institution should be identified in this chapter. This can be represented in a series of tables (based on Table 5.A) – one for each POP/category of POPs, reflecting each stage of the chemical life cycle. For example, the Ministry of Environment of a country may have responsibilities for detecting DDT and its breakdown products in soil, air and water, while the Ministry of Health may be responsible for DDT use under WHO guidelines for malaria vector control. The table should reflect these differing responsibilities.

Chapter 6: Activities of Industry, Public Interest Groups and the Research Sector Relevant to POPs Management

UNITAR/IOMC guidance: This chapter describes in detail the activities of non-governmental bodies and entities which support national efforts to manage chemicals.

Further POPs-related suggestions: It is important to recognise that many non-governmental organisations (NGOs) worldwide have a focus on the issue of POPs. It will be of great value to identify such organisations and industry within the country that are playing (or have a strong potential to play) a role in the management of POPs. In countries where NIP development has commenced, this exercise can take the form of a review of stakeholder participation for possible gaps. Amongst public interest organisations, an International POPs Elimination Network (IPEN), comprising several hundred NGOs worldwide, has been active on the issue. A list of their participating organisations can be found on the Internet at www.ipen.org. Industry NGOs have also organised some of their member companies on the POPs issue through the International Council of Chemical Associations (ICCA)²⁹. Further information on ICCA activities can be found on the Internet at www.icca-chem.org. The Stockholm Convention website (www.pops.int) also contains relevant stakeholder contacts, including those in the research sector.

Chapter 7: Interministerial Commissions and Coordinating Mechanisms

UNITAR/IOMC guidance: This chapter describes and provides some analysis of mechanisms which facilitate coordination and cooperation amongst ministries, agencies and other relevant

²⁹ A variety of other industry NGOs – other than primary chemicals producers – may also be interested in engaging at the country level.

governmental and non-governmental bodies in particular areas of chemicals management. A series of key guidance questions for countries to consider are provided.

Further POPs-related suggestions: At the early stages of NIP development in most countries, it is likely that few if any interministerial commissions and coordinating mechanisms exist yet regarding the management of POPs. It will therefore be important to identify such commissions and mechanisms that are related to chemicals management (or other fields) that are relevant to, or have potential to be built upon for, POPs management. The National Profile should identify what currently exists followed by the identification of gaps in this area.

Attention should also be paid to the establishment of the various bodies that have already been or may be created as part of the country's NIP implementation process. Relevant entities that might provide the foundation for, or serve as, long-term commissions, coordinating mechanisms or points of contact on POPs management issues could include: any general multistakeholder chemicals-related committee (including the overall NIP Project Committee, where it exists), chemicals-related focal points, institutions that serve as the lead agency of chemicals-related initiatives, and/or other national-level inter-agency supervisory or coordination bodies, etc.

Chapter 8: Data Access and Use

UNITAR/IOMC guidance: This chapter provides an overview of the *availability* of data for chemicals management and related infrastructure, and analyses how information is used for national and local-level risk reduction actions. It addresses quality, quantity, and location of data, procedures for collecting and disseminating national/local data; availability of international literature and databases; and national information exchange systems.

Further POPs-related suggestions: With regard to international literature and databases, important material produced for the Stockholm Convention should be added to Tables 8.C (“Availability of International Literature”) and 8.D (“Availability of International Databases”).

For Table 8.C, such literature includes the following guidance related to the identification and management of chemicals covered by the Stockholm Convention: *Standardized Toolkit for Identification and Quantification of Dioxin and Furan Releases*; *Guidelines for the Identification of PCBs and Materials Containing PCBs*; *PCB Transformers and Capacitors - From Management to Reclassification and Disposal*; and *Reducing and Eliminating the use of Persistent Organic Pesticides: Guidance on alternative strategies for sustainable pest and vector management*.³⁰ The website of the Stockholm Convention also contains further relevant information (www.pops.int).

Regarding Table 8.D, one example of a relevant international database related to the Stockholm Convention is the Merck Index, 13th edition (also available over the Internet at: <http://themerckindex.cambridgesoft.com>).

³⁰ These documents can be downloaded at: <http://www.pops.int/documents/guidance/>

Chapter 9: Technical Infrastructure

UNITAR/IOMC guidance: This chapter provides an overview of the available technical infrastructure at the country level for chemicals management, including laboratory facilities, computer capabilities and technical training and education programmes, and analyses relevant gaps and strengths.

Further POPs-related suggestions: Infrastructure which is relevant to POPs management (and may be applied to POPs management actions in the future) can be identified in this section. At this stage, existing infrastructure might not specifically serve POPs management, but may nevertheless be suitable or adaptable for such activities, if available. Therefore, existing infrastructure for other chemicals-related initiatives, such as poison control centres, emergency facilities, etc., should also be considered.

Chapter 10: International Linkages

UNITAR/IOMC guidance: This chapter provides insights into the international areas where the country is engaged in organisations, agreements, or technical assistance projects relevant to chemicals management. Opportunities for an integrated approach at the national level to these issues are also identified.

Further POPs-related suggestions: Since the publication of the primary National Profile Guidance Document, the Prior Informed Consent Procedure of the Rotterdam Convention has been agreed to by countries (though not yet entered into force), and of course the Stockholm Convention on Persistent Organic Pollutants. In addition, a number of regional agreements regarding chemicals management issues have also been finalised. Bilateral agreements may also have been concluded between various countries. This section would therefore benefit from an updating exercise to include any new conventions, new developments, etc.

Chapter 11: Awareness/Understanding of Workers and the Public

UNITAR/IOMC guidance: This chapter provides an overview of the mechanisms (including legal instruments, programmes, policies and related activities) available to provide information to the public concerning the potential risks associated with all stages of the chemical life cycle.

Further POPs-related suggestions: The existing guidance should be sufficient for the purposes of NIP preparation. It is, however, important to note that the role of the public in the preparation and implementation of NIP-related activities is strongly promoted by the Stockholm Convention. This acknowledges that efforts to improve environmental quality will be substantially influenced by the public at large. An important practical aspect of the NIP process will be the extent to which the public are informed about the issue and the degree to which they are involved in the measures adopted to address it.

Chapter 12: Resources Available and Needed for Chemicals (including POPs) Management

UNITAR/IOMC guidance: This chapter gives a general overview of resources available within government related to various aspects of chemicals management and provides an analysis of resource needs.

Further POPs-related suggestions: This chapter, when adapted for the Stockholm Convention, can be considered as an early indicative exercise that can point to possible resources that are available and needed for chemicals (including POPs) management. This preliminary information can directly feed into the more detailed consideration of this issue further on in the NIP development process. Countries may wish to add an additional section addressing resources (human and financial) that are potentially available from IGOs, bi- and multi-lateral organisations and other governments to assist with the implementation of the Stockholm Convention.

Annex 1: Glossary and Acronyms Table

UNITAR/IOMC document: This annex provides definitions of important terms in order to facilitate understanding of the National Profile and communication of the information contained in the National Profile both within the country and for international purposes.

Further POPs-related suggestions: Some additional terms that are relevant to POPs management include, *inter alia*: bioaccumulation, bioavailability, emission, exposure, formulation, persistence, production, toxicity and volatility. Further relevant terms and their definitions can be found at the UNEP Chemicals Internet website at http://www.chem.unep.ch/pops/POPs_Inc/press_releases/infokite.html#glossary. In addition, adding a list of acronyms can also be considered. Annex C of this document provides some examples of acronyms for consideration.

Annex 2: Available National Reports and Papers Addressing Various Aspects of POPs Management

UNITAR/IOMC document: This annex lists relevant documents addressing various aspects of chemicals management.

Further POPs-related suggestions: Any national reports that have been prepared, including policy documents, awareness raising materials and scientific analyses related to POPs can be included in this annex.

Annex 3: Names and Addresses of Key Individuals and Organisations

UNITAR/IOMC document: This annex provides contact information for all partners which were involved in and contributed to the preparation of the National Profile.

Further POPs-related suggestions: The original guidance should be sufficient for the purposes of National Profile development/updating as part of Stockholm Convention activities.

ANNEX A – SUGGESTED ELEMENTS FOR NATIONAL PROFILE DEVELOPMENT COMMITTEE TERMS OF REFERENCE³¹**1. Brief Introduction and Background of the Initiative**

- Rationale for the committee
- Outline of the relationship of this committee to the NIP development committee

2. Objectives of the Committee

- Drafting/updating the National Profile
- Identifying further steps to assist with the sustainability of the National Profile process (including regular updates, etc.)

3. Organisational Structure

Name, position, institution and contact details for each of the following:

- Committee chair
- Committee secretariat
- Other committee members
- Additional resource persons and/or resource institutions

4. Responsibilities of Committee Members**4.1 Chair's Responsibilities**

- Monitoring and reporting on progress and outcomes regarding the workplan
- Facilitating meetings
- Ensuring that all members are heard equally (as arranged)

4.2 Committee Secretariat's (Lead Organisation's) Responsibilities

- Coordinating the committee
- Arranging and preparing committee meetings
- Providing facilities and materials for the committee meetings
- Preparing and distributing reports for committee meeting
- Recording minutes of the committee meetings and submitting to the chair
- Acting as focal point through which information flows

4.3 Committee Participants' Responsibilities

Common Responsibilities:

- Participating in the committee meetings
- Reporting to the committee secretariat

³¹ For more information, please refer to the UNITAR's Action Plan methodology outline in the UNITAR document, *Guidance on Action Plan Development for Sound Chemicals Management*.

- Reporting to respective constituencies
- Providing expertise and relevant input information
- Contributing to the preparation of National Profile
- Implementing tasks as agreed by the committee

Responsibilities for Specific Members:

- Preparing data concerning specific topics
- Hosting/chairing meetings

5. Operating Procedures

- List of location(s) and schedule for committee meetings
- Committee meeting minute-taking
- Details regarding process for committee chair
- Mechanism for discussion (e.g. roundtable, seminar)
- Decision-making procedures (e.g. consensus)

ANNEX B – POPS TRADE NAMES

(Please note: This list is not comprehensive)

Common Name of POP (with CAS³² number in brackets)	Trade Names³³
ALDRIN (309-00-2)	Aldrec, Aldrex, Aldrex 30, Aldrite, Aldrosol, Alttox, Compound 118, Drinox, Octalene, Seedrin.
CHLORDANE (57-74-9)	Aspon, Belt, Chlориandin, Chlorkil, Chlordane, Corodan, Cortilan-neu, Dowchlor, HCS 3260, Kypchlor, M140, Niran, Octachlor, Octaterr, Ortho-Klor, Synklor, Tat chlor 4, Topichlor, Toxichlor, Veliscol-1068
DIELDRIN (60-57-1)	Alvit, Dieldrite, Dieldrix, Illoxol, Panoram D-31, Quintox.
ENDRIN (72-20-8)	Compound 269, Endrex, Hexadrin, Isodrin Epoxide, Mendrin, Nendrin.
HEPTACHLOR (76-44-8)	Aahepta, Agrocere, Baskalor, Drinox, Drinox H-34, Heptachlorane, Heptagran, Heptagranox, Heptamak, Heptamul, Heptasol, Heptox, Soleptax, Rhodiachlor, Veliscol 104, Veliscol heptachlor.
HEXACHLOROBENZENE (HCB) (118-74-1)	Amaticin, Anticarie, Bunt-cure, Bunt-no-more, Co-op hexa, Granox, No bunt, Sanocide, Smut-go, Sniecotox
MIREX (2385-85-5)	Dechlorane, Ferriamicide, GC 1283
TOXAPHENE (8001-35-2)	Alltex, Alltox, Attac 4-2, Attac 4-4, Attac 6, Attac 6-3, Attac 8, Camphechlor, Camphochlor, Camphochlor, Chemphene M5055, chlorinated camphene, Chloro-camphene, Clor chem T-590, Compound 3956, Huilex, Kamfochlor, Melipax, Motox, Octachlorocamphene, Penphene, Phenacide, Phenatox, Phenphane, Polychlorocamphene, Strobane-T, Strobane T-90, Texadust, Toxakil, Toxon 63, Toxyphen, Vertac 90%.

³² Chemical Abstracts Service Registry Numbers (often referred to as CAS RNs or CAS Numbers) are unique identifiers for chemical substances. A Registry Number itself has no inherent chemical significance but provides an unambiguous way to identify a chemical substance or molecular structure when there are many possible trade names.

³³ Source: IPCS/IOMC. 1995. Persistent Organic Pollutants: An Assessment Report on DDT, Aldrin, Dieldrin, Endrin, Chlordane, Heptachlor, Hexachlorobenzene, Mirex, Toxaphene, Polychlorinated Biphenyls, PCDD/PCDF.

POLYCHLORINATED BIPHENYLS (PCBs) (1336-36-3)	(For different mixtures of PCB congeners) Askarel, Aroclor, Pyranol, Pyroclor, Phenochlor, Pyralene, Clophen, Elaol, Kanechlor, Santotherm, Fenchlor, Apirolino, Sovol.
DDT (50-29-3)	Agritan, Anofex, Arkotine, Azotox, Bosan Supra, Bovidermol, Chlorophenothan, Chloropenothane, Clorophenotoxum, Citox, Clofenotane, Dedelo, Deoval, Detox, Detoxan, Dibovan, Dicophane, Didigam, Didimac, Dodat, Dykol, Estonate, Genitox, Gesafid, Gesapon, Gesarex, Gesarol, Guesapon, Gyron, Haverro-extra, Ivotan, Ixodex, Kopsol, Mutoxin, Neocid, Parachlorocidum, Pentachlorin, Pentech, PPzeidan, Rudseam, Santobane, Zeidane, Zerdane.
Polychlorinated dibenzo-p-dioxins	(not commercially traded)
Polychlorinated dibenzofurans	(not commercially traded)

ANNEX C – LIST OF ACRONYMS

BAT	Best Available Techniques
BEP	Best Environmental Practices
FAO	Food and Agriculture Organization of the United Nations
GEF	Global Environment Facility
ICCA	International Council of Chemical Associations
IFCS	Intergovernmental Forum on Chemical Safety
IGO	Intergovernmental Organisation
ILO	International Labour Organization
IOMC	Inter-Organisation Programme for the Sound Management of Chemicals
IPEN	International POPs Elimination Network
ISG	Intersessional Group of the IFCS
LRT	Long-Range Transport
NIP	National Implementation Plan
OECD	Organisation for Economic Co-operation and Development
PCBs	Polychlorinated biphenyls
PCDD	Polychlorinated dibenzo-p-dioxins
PCDF	Polychlorinated dibenzofurans
PIC	Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade
POPs	Persistent Organic Pollutants
UNCED	United Nations Conference on Environment and Development
UNEP	United Nations Environment Programme
UNIDO	United Nations Industrial Development Organization
UNITAR	United Nations Institute for Training and Research
WHO	World Health Organisation
WSSD	World Summit on Sustainable Development



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