Participants

Present: Ms. Claudia Dumitru (Romania, for Eastern European States, President), Ms. Anahit Aleksandryan (Armenia, for Eastern European States), Mr. Roger Baro (Burkina Faso, for Africa), Ms. Oarabile Serumola (Botswana, for Africa), Mr. Syed Mujtaba Hussain (Pakistan, for Asia Pacific), Dr. Saeed A. Alzahrani (Saudi Arabia, for Asia Pacific), Mr. Osvaldo Patricio Álvarez Pérez (Chile, for Latin America and the Caribbean), Ms. Marie-Claire Lhenry (France, for the Western European and Others), Mr. Sverre-Thomas Jahre (Norway, for the Western European and Others), Ms. Paulina Riquelme (Chair of the Implementation and Compliance Committee, Ex officio member) and members of the secretariat of the Minamata Convention on Mercury.

Ms. Cheryl Eugene-St.Romain (Saint Lucia, for Latin America and the Caribbean) could not attend the meeting.

1. Opening of the meeting
   - Ms. Claudia Sorina Dumitru, the President of the fifth meeting of the Conference of the Parties to the Minamata Convention (COP-5), welcomed the members of the Bureau and thanked them for joining the online meeting.
   - Ms. Monika Stankiewicz, the Executive Secretary of the Minamata Convention on Mercury, added her warm welcome to the members of the Bureau.
   - The agenda of the meeting was adopted without change.

2. Election of the Rapporteur
   - The President proposed to elect a Bureau member from the Western European and Others Group (WEOG) as Rapporteur for COP-5, based on an alphabetical rotation of the regional groups and noting that the previous term was served by representation from Latin America and the Caribbean region.
   - The Bureau agreed to the proposal and unanimously elected Ms. Marie-Claire Lhenry (France) as Rapporteur for COP-5.

3. Updates from the secretariat
   - The secretariat presented the ongoing intersessional work including: review and amendment to annexes A and B; artisanal and small-scale gold mining; mercury releases; waste thresholds; the Specific International Programme; second review of the financial mechanism; Implementation and Compliance Committee; national reporting; effectiveness evaluation; gender; international cooperation and coordination; overview of meetings and events to be organized by the secretariat and other international meetings; communication. The secretariat's presentation is available in the annex to this report.
   - Parties were encouraged to continue their active participation in the different intersessional work areas, and also to send submissions for: (a) the Second Review of the Financial Mechanism as soon as possible (as well as being responsive to surveys and interview requests from the consultant); (b) the
draft refined list of indicators for the effectiveness evaluation by 31 January 2023; (c) additional comments to the draft Article 21 reporting guidance, as soon as possible; and comments on the work of intersessional expert groups including the BAT/BEP guidance on mercury releases and plans for monitoring (by 17 February), emissions and releases data summaries (to be posted soon).

- In response to a question from a Bureau member regarding the status of ASGM National Action Plans (NAPs) vis-à-vis Article 7 deadlines, the secretariat noted that 23 NAPs have been submitted and published on our website, and more are in various stages pre-submission. The secretariat is in the process of compiling information on the status of NAPs vis-à-vis their deadlines following party notification pursuant to Article 7 paragraph 3, and their deadlines for reviews, and will have more information to share in an INF document for COP-5. Another Bureau member asked about the possibilities for funding implementation of NAPs following their submission. The secretariat noted the planetGOLD programme funded by the GEF and encouraged parties to discuss other possibilities for implementation support.

- A Bureau member noted the importance of looking at the different roles and capabilities of the SIP and the Special Programme in the Second Review of the financial mechanism.

- The secretariat explained the cooperation with the World Customs Organization through the UNEP Green Customs Initiative, in response to a question from a bureau member.

4. Preparations for the fifth meeting of the Conference of the Parties
   a. Regional preparatory meetings
      - The secretariat explained the proposed organization of the in-person regional preparatory meetings in 2023, based on the revised note on this issue circulated in advance of the meeting, and invited Bureau members to note the request of the secretariat to each of the UN regions to offer hosting regional preparatory meetings in their respective regions by 15 February.

      - A tentative offer to host the Africa regional preparatory meeting in Botswana was made by one the Bureau members who informed the Bureau that a final offer would have been confirmed shortly.

   b. Important dates/deadlines related to COP-5
      - The secretariat recalled dates and deadlines related to the preparation of COP-5, as indicated in the secretariat's presentation (slide 26) annexed to this report.

5. Status of contributions to the Minamata Convention
   - Upon invitation by the President, the secretariat presented the status of contributions of the three trust funds as well as the fundraising status as of end of 2022. The percentage level of contributions to the general trust fund at the end of 2022 is over 90% and remains at a similar level as at the end of the 2020-2021 biennium. Still, the missing few percent of contributions, including from the previous biennia, can create cash flow issues in the budget, which would need to be bridged for the Convention programme of work to be fully implemented.

   - The President thanked parties for continuing payment of their contributions and encouraged Parties to make their best efforts to pay contributions for the general trust fund timely and in full. She also made a call for all those in a position to do so to contribute to the special trust fund to support the secretariat’s work on capacity building and technical assistance.

   - The President also made a special call for parties in a position to do so to contribute to the Specific Trust Fund to support the launch of the fourth round of applications to the Specific International Programme (SIP), based on the call for contributions issued by the SIP Governing Board in November 2022.
6. **Next meetings**
   - The Bureau discussed the proposals for the second and third meetings of the Bureau and agreed to hold the next meeting through video conference in March 2023. The secretariat will consult with the President and the Bureau members about the exact date of the next Bureau meeting as well as the date and venue of the third meeting.

7. **Any other business**
   - One Bureau member requested the secretariat to prepare a note on lessons learnt from organizing COP-4 to be circulated in advance of the next meeting. The Executive Secretary responded that such information was already collated by the secretariat after COP-4 and that the secretariat would prepare the note as requested.
   - The same Bureau member asked if COP-5 was going to be a hybrid meeting. The secretariat responded that the current plan was to organize COP-5 as a fully in-person meeting.

8. **Closure of the meeting**
   - Following her closing remarks, the President thanked the members of the Bureau and the secretariat for their work and declared the meeting closed at 2:55 p.m. (Geneva time).

**Annex:** Secretariat's updated presentation