

Minutes

64th Meeting of the BEAC WGE Subgroup for Hot Spots Exclusion, (SHE#64)

Telephone, 27th of April, 2018

1. Opening of the Meeting

The meeting was opened and attended by the following participants:

- Mr Åke Mikaelsson, Chair, SE
- Mr Alexander Druchinin, Co-Chair, RU
- Ms Helena Dahlbo, FI
- Ms Hanne Aronsen, NO
- Ms Olaug Bjertnaes, NO
- Mr Ruslan Butovskiy, NEFCO consultant
- Ms Maria Dianova, IBS
- Mr Henrik Forsström, NEFCO

2. The Agenda was adopted

The agenda was adopted with minor adjustments.

3. Follow-up of tasks distributed at the previous meetings (SHE#63)

When reviewing the tasks distributed at the SHE#62 Meeting, it was concluded that the following tasks remain uncompleted or with special comments:

Task	Responsible	Status
<p>i. Ko1: Follow-up the work of the team of consultants hired (by NEFCO) to do an expert review of the updated 2017 S&A report for Ko1.</p> <p>Henrik reports that NEFCO has identified a consultant that could be assigned upon SHE-approval. NEFCO anticipates assign the same consultant for both Ko1 and Ko8.</p>	Henrik	Not Done!
<p>ii. Facilitate the preparation of final draft specific exclusion criteria for hotspot A3-1 that is agreed by the Arkhangelsk HEG and the nominated Nordic experts, and send it to SHE</p> <p><u>Not completed.</u> Will be made till SHE#66-meeting</p>	Ruslan	<u>Not Done!</u> ⇒ SHE#66
<p>iii. Ko3-2: Prepare an updated S&A for the waste water part (Ko3-2) at Mondi</p> <p><u>Not completed.</u> Tatiana is encouraged to report at SHE#66 (in person or via Skype)</p>	Tatiana Tiupenko	<u>Not Done!</u> ⇒ SHE#66
<p>iv. Ko6: Prepare a TEC review of the S&A report for Ko6</p> <p><u>Not completed.</u> Nordic countries to prepare TEC reviews till SHE#66</p>	Nordic experts	<u>Not Done!</u> ⇒ SHE#66
<p>v. Ko6: Develop draft exclusion criteria for Ko6 and send it to SHE</p> <p><u>Not completed.</u> Tatiana to report at SHE#66 (in person or via Skype)</p>	Tatiana Tiupenko	<u>Not Done!</u> ⇒ SHE#66
<p>vi. Consider assignment of consultant for TEC review of the S&A report for Ko8</p> <p>Henrik reports that NEFCO has identified a consultant that could be assigned upon SHE-approval. NEFCO suggests to assign the same consultant for both Ko1 and Ko8. The Nordic countries are considering whether Nordic experts can make a sufficient</p>	NEFCO/Henrik	Partially Done!

review of the S&A report for Ko8 or if a consultant review is required.		
<p>vii. <i>Report back to SHE on possible support activities in cooperation with BAT Bureau</i></p> <p>Åke reports that the Russian BAT-Bureau is ready to serve in SHE Supporting Activities, given SHE approval and appropriate contracts/assignments.</p>	Åke, Henrik, Maria	Done!
<p>viii. <i>Refine the draft SHE Work Plan to more clearly reflect the routine SHE activities such as: Meetings, Assessments of Steps 2 and 7, Decisions on Supporting Activities, Guidance for Step 3 and Step 4, Refinement of the Work Process, etc.</i></p> <p>It was concluded that a refined draft of the SHE WP 2018-2019 had been distributed for review and adoption by SHE.</p>	Åke	Done!
<p>ix. <i>Refine the Supporting Activities and transfer them from the PowerPoint file used at the meeting into a more comprehensive Word file, with 1-page synopsis for each Supporting Activity, defining expected results, responsibilities and timing etc.</i></p> <p>It was concluded that a refined draft of the Supporting Activities had been compiled in form of a Synopsis Appendix and distributed for review and continuous further development (as a "living document").</p>	Åke	Done!
<p>x. <i>Up-date and develop the Time Plan to illustrate both Supporting Activities and explicit SHE routine activities</i></p> <p><u>Not completed.</u> Åke reported that he will up-date the Time Plan after the SHE WP was approved and the proposed timings have been discussed.</p>	Åke	Not Done!
<p>xi. <i>Review the up-dated draft to the Work Plan, Synopses to Supporting Activities and the Time Plan</i></p> <p>It was noted that Finland had reviewed the Time Plan, Russia to a good extent, but not completely and that Norway had not had time to review it yet.</p>	SHE	Partially done ⇒ SHE#65
<p>xii. <i>Give response to the Arkhangelsk HEG to their meeting from 1st of February 2018</i></p> <p><u>Not completed.</u> The chair encouraged SHE to get this done a.s.a.p. (SHE#65). NEFCO commented it is also important to promote Arkhangelsk's initiative on Mercury.</p>	SHE	Not Done! ⇒ SHE#65
<p>xiii. <i>Provide translations of the updated Screening & Analysis reports from the Murmansk HEG regarding M1, M2, M4 and M10.</i></p> <p>It was concluded that the translations had been successfully distributed to SHE.</p>	Maria	Done!
<p>xiv. <i>Review the updated Screening & Analysis reports from the Murmansk HEG regarding M1, M2, M4 and M10</i></p> <p><u>Not completed.</u> The chair encouraged SHE to get this done till Piteå (SHE#66).</p>	SHE	Not Done! ⇒ SHE#66
<p>xv. <i>Give feed-back to K7 regarding their response to SHE's comments to the S&A report</i></p> <p><u>Not completed.</u> The chair encouraged SHE to try to get this done till Piteå.</p>	SHE	Not Done! ⇒ SHE#66
<p>xvi. <i>Draft a letter to the HEGs regarding priorities, Supporting Activities, HEG-meetings, participation in education activities etc.</i></p> <p><u>Not completed.</u> It was agreed that this Åke and Alexander draft a letter till next meeting.</p>	Åke + SHE	Not Done! ⇒ SHE#65
<p>xvii. <i>Clarify whether Mr Martynenkov at the central Rosprirodnadzor should remain in the SHE group or if he should be replaced by anybody else</i></p> <p>Alexander reported that the participation of Mr Martynenkov in SHE was</p>	Alexander	Done!

confirmed by Rosprirodnadzor.		
xviii. <i>Send an up-dated list with regional representatives to SHE</i> Done! Contact details will be refined.	Maria	Done!
xix. <i>Refine the Specific Criteria Guidelines</i> <u>Not completed.</u> The task was suggested t be postponed to a later SHE	SHE	Not Done! ⇒ Later SHE
xx. <i>Report on relevant other projects for SHE to relate to</i> <u>Not completed.</u> The task was suggested t be postponed to a later SHE	Åke, Henrik, Maria, Ruslan	Not Done! ⇒ Later SHE
xxi. <i>Send the link to BAT-bureau's web-page, in particular for the Russian BREFs in English</i>	Ruslan	Done!
xxii. <i>Send list with all Russian BREFs to SHE</i> Done! Request to re-send it in English!	Ruslan	Partially Done ⇒ SHE#65
xxiii. <i>Send the list to SHE with the 300 enterprises prioritized for BAT</i> <i>It was concluded that Ruslan had distributed the 300-list in Russian language and that the English version is not yet up-dated. It was agreed that Henrik should provide an up-date of the English version a.s.a.p.</i>	Ruslan	Partially Done ⇒ SHE#66
xxiv. <i>Describe New Economic Steering Instruments on Pollution</i> <i>Not completed. It was agreed that this task would be a relevant issue for the SHE#66 in Piteå. Ruslan is advised to ask Ms. Venchikova for the latest up-date.</i>	Ruslan	Not Done ⇒ SHE#66
xxv. <i>Send the password to the SHE-protected pages (password area) to SHE</i> <i>Maria reports that the IBS Web-site is undergoing changes during some time ahead but she believes that it all will be ready till the SHE#66</i>	Maria	Not Done ⇒ SHE#66
xxvi. <i>Check with Finland regarding WS on Mining in the Arctic + WS on Environment and BC in Murmansk 24-25 of April 2018</i> <i>Maria reported that the director of IBS, Mr Tomas Hallberg took part in Workshop in Murmansk. Maria sends the program and checks with the Finnish Consulate General in Murmansk regarding any report or other information.</i>	Maria	Not Done ⇒ SHE#66

4. Minutes from the SHE#63 Meeting

The comments submitted by NO + FI were discussed and accepted with the clarification regarding SHE#64.11 (appointment of Ruslan to coordinate the drafting of Supporting Activity No1a+b, which was accepted). IBS and NEFCO still have minor comments to submit.

5. Up-date with priorities ffrom the Russian regions (Alexander Druchinin)

a) Report on news on priorities received from the five regional HEGs

Alexander reported that he had no more news from the regions, apart from the documents circulated. Maria reported that the Screening & Analysis report on A5 had been received in Russian and is under translation and also reminded that both Murmansk, Arkhangelsk and Karelia expect response from SHE. It was agreed that, before the WGE meeting in Piteå, SHE has to respond to these HEGs and that it should be a priority to get input also from Komi.

b) Preliminary Review of the Meeting Protocol with priorities from Arkhangelsk HEG

It was concluded that not all delegates had studied the meeting protocol, but that SHE indicatively was positive to the suggestions of merging A6+A8 and splitting A9 and A7. It was agreed that Alexander and Åke draft a response letter to Arkhangelsk HEG with a suggested endorsement till the next SHE- meeting, aiming for sending it by 17th of May 2018.

c) Preliminary Review of the S&A Reports on M1, M2, M4, M10 received from Murmansk HEG

Based on a preliminary review of the material, the chair reported that the Murmansk HEG argues for the following handling of their prioritised hot spots:

- M1: Full Track Exclusion
- M2: Split and exclude the “air” by Fast Track, while “water” is subject to “Full Track”
- M4: Fast Track Exclusion
- M10: Fast Track Exclusion

It was concluded that NO+FI did not yet study the material but that SHE takes note of and appreciates the submitted material. Henrik commented that M2 could also be good candidate for continuous wastewater monitoring. It was agreed to study the material more thoroughly till the next SHE-meeting and use the opportunity to ask Igor on details in Piteå.

d) Review of the Progress Sheet on the hot spots in the five federation subjects

It was concluded that the up-dated version was received and appreciated. Åke announced that the Progress Sheet may be subject to further up-dating within soon, in particular regarding the possible “splits” and “merges” and possibly also better specification of the sub-steps of Step 3-6.

e) Decision on further communication/meeting appointments with the HEGs

It was agreed that Åke + Alexander drafts a letter to the HEGs with a request to up-date their priorities on hot spots and preferences for the supporting activities, which should be enclosed only as a list. Deadline for the draft letter was set to the 10th of May.

6. Review and adoption of the SHE Work Plan for 2018-2019

Åke briefly outlined the changes of the up-dated Work Programme incl. the proposed Supporting Activities. The comments submitted by FI were discussed and resolved. RU had no specific comments. It was agreed that NO (and possibly RU) submits their comments by the next week.

7. Decision on further steps with the Support Activities

a) Review of the refined list of Supporting Activities, incl. the Synopsises Appendix

The Chair made an outline of the structure and major idea with the Synopsis Appendix, aiming to serve as a non-obligating guidance for NEFCO and other project developers and supposed to be a living document. With this interpretation, the decision procedure for a Supporting Activity could follow a two-step decision procedure as presented below:

- i. Decision occasion 1: SHE assigns NEFCO to develop Supporting Activity NoX for Hot Spot Y (or Branch Y or Region Y, etc.)

[Based on Decision 1, NEFCO and/or other developer drafts a Specific Supporting Activity Z and submits it to SHE within the set deadline.]

- ii. Decision occasion 2: SHE approves the Specific Supporting Activity Z.

Henrik commented that IBS should be mentioned in the ingress but also that, given the above described function, NEFCO appreciates the synopsis format and deems it appropriate as guidance for further development into a full “Terms of References” (ToR) for consultant assignments and suggested that the List of Supporting Activities, in order to serve as a “living document”, be either reconfirmed or up-dated at every SHE-meeting. This understanding was basically accepted by SHE, as well as the “two-step decision procedure” for development of a Supporting Activity from synopsis into a full consultant assignment.

Furthermore, Finland explained its planned waste seminars and accepted the idea that these could be regarded one category of the branch-specific seminar under SA No3 and concluded that the synopsis in this case has to be adapted inter alia to the Finnish Waste project in Karelia.

Since Norway had had time to study the Draft Synopsis Appendix, it raised its reservation for approving the document in the one way or another. It was agreed that the principle approval of the structure, role and content of the Synopsis Appendix, be postponed till next SHE-meeting.

b) Decision on which Supporting Activity/-ies to develop further

Based on the discussion and the general situation, the chair proposed that SHE approves the further development of Supporting Activities No1a and No1b as well as No2 on waste in Karelia into complete Terms of References (ToR:s). Henrik confirmed that NEFCO deems it possible within the existing financial allocations and is ready to consider the practicalities for contracting of experts for the execution of assignments. FI + RU supported the suggestion.

Since Norway had had no time to study the Draft Synopsis Appendix, it was agreed that the approval of the further project development of Supporting Activities No1a and No1b as well as No2 (on waste in Karelia) into complete ToR:s was postponed till an intersessional decision till the 10th of May 2018.

8. Any Other Business

Ko6: Norway would like to give more information on Ko6, but due to lack of time this will have to be discussed at a later meeting, most likely at SHE#66 in Piteå.

Ko8: Hanne reminded about the situation regarding the TEC-review for Ko8. NO has already commented and SE+FI have to decide whether to appoint own experts or let NEFCO assign consultants for the task. Sweden and Finland would take a look at the comments from Norway and respond. It was agreed that this issue should be resolved till the 14th of May 2018.

Maria recommended SHE to reserve the 14th of June 2018 for the Waste Seminar in Petrozavodsk.

9. Summary of Next Steps and Distribution of Tasks

Based on the decisions and discussions during the meeting, and the unexecuted tasks remaining from the previous meeting, the following tasks were distributed:

Task	Responsible	Deadline
<i>i. Draft a response letter to Arkhangelsk HEG with a suggested endorsement of the suggested splits and merges till the next SHE-meeting, aiming for sending it by 17th of May 2018.</i>	Åke + Alexander	10 th of May
<i>ii. Draft a letter to all HEGs regarding priorities, Supporting Activities, HEG-meetings, participation in education activities etc.</i>	Åke + Alexander	10 th of May
<i>iii. Review the up-dated draft to the SHE Work Plan, incl. Synopses to</i>	Hanne	10 th of May

<i>Supporting Activities and give written comments and/or approval</i>		
<i>iv. Give comments to, and/or approve the further project development of Supporting Activities No1a and No1b as well as No2 (on waste in Karelia) into complete ToR:s.</i>	Hanne	10 th of May
<i>v. Ko8: Appoint experts and/or consultants for the TEC review of the S&A report on Ko8</i>	SHE	14 th of May
<i>vi. Study the meeting protocol of the Arkhangelsk HEG from 1st of February 2018 and take position on the suggested response, drafted by Åke + Alexander</i>	All	14 th of May
<i>vii. Review the updated Screening & Analysis reports from the Murmansk HEG regarding M1, M2, M4 and M10</i>	All	14 th of May
<i>viii. K7: Give feed-back to K7 regarding their response to SHE's comments to the S&A report</i>	All	14 th of May
<i>ix. Provide an up-date of the English translation of the list to SHE with the 300 enterprises prioritized for BAT (based on Ruslan's list to SHE#64)</i>	Henrik	18 th of May
<i>x. Send list with all Russian BREFs to SHE <u>in English!</u></i>	Ruslan	18 th of May
<i>xi. Facilitate the preparation of final draft specific exclusion criteria for hotspot A3-1 that is agreed by the Arkhangelsk HEG and the nominated Nordic experts, and send it to SHE</i>	Ruslan	18 th of May
<i>xii. Ko3-2: Prepare an updated S&A for the waste water part (Ko3-2) at Mondi and report at SHE#66 (in person or via Skype)</i>	Tatiana Tiupenko	18 th of May
<i>xiii. Ko6: Develop draft exclusion criteria for Ko6. Send to SHE and report at SHE#66 (in person or via Skype)</i>	Tatiana Tiupenko	18 th of May
<i>xiv. Ko6: Prepare a TEC review of the S&A report for Ko6</i>	Nordic experts	18 th of May
<i>xv. Up-date and develop the Time Plan to illustrate both Supporting Activities and explicit SHE routine activities</i>	Åke	23 rd of May
<i>xvi. Describe New Economic Steering Instruments on Pollution (through latest up-date from Ms. Venchikova).</i>	Ruslan	23 rd of May
<i>xvii. Send the password to the SHE-protected pages (password area) to SHE</i>	Maria	23 rd of May
<i>xviii. Check with the Finnish Consulate General in Murmansk regarding any report or other information on the Workshop on Mining in the Arctic + WS on Environment and BC in Murmansk 24-25 of April 2018.</i>	Maria	23 rd of May
<i>xix. Refine the Specific Criteria Guidelines</i>	SHE	<u>At a later SHE</u>
<i>xx. Report on relevant other projects for SHE to relate to</i>	SHE	<u>At a later SHE</u>

10. Next Meeting

The next meeting was agreed to take place by Telephone on **15th of May 2018 at 14.00 CET/15.00 MT.**

11. Closure of the Meeting

The chair expressed his gratitude to the SHE delegates and declared the meeting as closed.