

The First Session of the Working Group  
on Future Development of EANET  
19-20 August 2004, Bangkok, Thailand

## **REPORT OF THE SESSION**

**(Final)**

### **I. Introduction**

1. The Working Group on Future Development of Acid Deposition Monitoring Network in East Asia (EANET) held its First Session in Bangkok, Thailand, on 19-20 August 2004.
2. Representatives of Cambodia, China, Indonesia, Japan, Lao PDR, Malaysia, Mongolia, Philippines, Republic of Korea, Russia, Thailand, and Viet Nam participated in the Session. The representatives of the Network Center (NC) and the Secretariat for EANET, as well as experts from international organizations, namely: the United Nations University/Institute of Advanced Studies (UNU/AIS) and the United Nations Environment Programme Regional Resource Center for Asia and the Pacific (UNEP RRC.AP) also attended the Session. The List of Participants is attached as Annex I.

### **II. Opening of the Meeting (Agenda Item 1)**

3. The Session was opened by the Secretariat. Dr. Jiang Wei, Coordinator of the Secretariat, delivered the opening remarks. In his opening address, he emphasized the importance of the tasks of the Working Group on Future Development of EANET (WGFD) to broaden and deepen the EANET activities, based on the guidance of the Fifth Session of the Intergovernmental Meeting (IG5).

### **III. Election of the Officers (Agenda Item 2)**

4. Dr. Supat Wangwongwatana, Deputy Director General, Pollution Control Department, Thailand was elected as Chairperson and Ms. Keiko Segawa, Deputy Director, Global Environment Issues Division, Global Environment Bureau, Ministry of the Environment, Japan, was elected as Vice-chairperson for the Session.

### **IV. Adoption of the Agenda (Agenda Item 3)**

5. The Session adopted the Agenda as proposed by the Secretariat (EANET/WGFD 1/3/1).

V. **Brief Report on the Progress of EANET since the Third Session of the Scientific Advisory Committee and the Fifth Session of the Intergovernmental Meeting and the Financial Report in 2003**

6. The Secretariat and the Network Center made presentations to briefly report the progress of EANET after the Third Session of the Scientific Advisory Committee (SAC3) and IG5, which was held on 24-26 November 2003 and 27-28 November 2003 respectively in Pattaya, Thailand (EANET/WGFD 1/4). The financial reports of the Secretariat and NC in 2003 were included in their presentation.

7. Major discussion included:

- Representative of Thailand briefed the participants on the Third Country Training held in Thailand in February 2004 and informed of their intention to hold the next training in early 2005.
- The Session expressed deep appreciation for continued Japanese contribution as well as JICA support for the training courses both in Japan and in Thailand.
- It was noted that the modality of the reports were changed from the previous practice. The participating countries were requested to comment on both the new modality of the report and substantial activities.
- There were discussions on the EANET newsletter. It was recommended that the newsletter should be issued twice a year and that the participating countries and researchers should be invited to contribute to relevant articles. It was also suggested to use the website and other means for dissemination of the newsletter.
- It was clarified that the procedures and methodologies to prepare the first periodic report on the state of acid deposition in East Asia will be discussed at the Scientific Workshop immediately after the Fifth Senior Technical Managers' Meeting (STM5) in September 2004 for consideration at SAC4. Some countries expressed their concerns whether the participants of the STM Meeting (mainly experts on monitoring) are appropriate to discuss assessment methodologies. It was suggested to undertake another workshop in early next year for deeper scientific discussions regarding the assessment.
- Regarding the financial reports, the Secretariat also informed that the revenue of the Secretariat will be included in the revised financial reports to be submitted to IG6.
- It was suggested to consider a possibility of convening future STM meetings in the participating countries other than Japan.

VI. **Consideration on the Terms of Reference of the Working Group on Future Development of EANET**

8. The Secretariat made the presentation on the draft Terms of Reference of WGFD (EANET/WGFD 1/5).

9. Major discussions on this agenda item are as follows:
- One country expressed its support for the timeframe of the feasibility study on a regional agreement and its willingness to provide relevant information to assist in the preparation of the feasibility study report.
  - It was proposed: (i) to include a new task to develop guidelines on administration and financial management of the Secretariat and NC, and (ii) to consider possible use of the savings of the Secretariat in the previous years. Regarding the second proposal, it was clarified that based on the review of the financial reports, suggestions on the possible use of the previous savings could be included in the recommendations to IG. Regarding the first proposal, it was agreed to make following changes to the draft Terms of Reference of WGFD:  
  
Add a new paragraph 4 (iii) as follows:  
4 (iii) develop guidelines on the administration and financial management for the Secretariat and NC, as appropriate, based on the review of the existing rules and regulations, for consideration by IG;  
  
Add the following item to paragraph 5 (ii):
    - development of guidelines on the administration and financial management for the Secretariat and NC as appropriate.
10. The revised draft Terms of Reference of WGFD is attached as Annex II.

**VII. Consideration on the Work Plan of the Working Group on Future Development of EANET**

11. The Secretariat made the presentation on the draft Work Plan of WGFD (EANET/WGFD 1/6).
12. Major discussions included:
- One country emphasized the importance of extension of the monitoring activities for some air quality indicators such as ozone and sulfur dioxide, while another stressed the need to primarily focus on the acid deposition monitoring. It was agreed to insert a new item on strengthening of monitoring to the major activities under paragraph 18. Substantive activities of this item would be decided later following the discussions on this item at SAC4.

- The issue of establishing sub-working groups was discussed in relation to the medium term plan. It was agreed that the Secretariat should request the National Focal Points, in consultation with the WGFD members to nominate the contact persons for each activity to coordinate recommendations at national level, taking into account various different expertise required for each task.
- It was agreed that the term of the medium term plan would be for five years.
- It was also agreed that the paragraph 18 (ii) would be modified to “*continuation of assessment of acid deposition in the East Asia region and relevant research activities*” to avoid confusion with the ongoing activities.
- One country emphasized the importance of Task 6 (revised) to provide justification for financial contribution to the EANET activities. In this connection, the steps and procedures for the ASEAN Transboundary Haze Pollution Agreement was introduced as an example for developing an international agreement. Some countries emphasized the importance of the rationale to initiate such negotiations. It was pointed out that an international agreement may just legalize the present monitoring activities or have broader scope to include mitigation measures, which may need much longer time for negotiations. It was clarified that the feasibility study report could include recommendations on possible steps and procedures for the development of the international agreement for consideration of IG7.
- Following the decision to include guidelines on administration and financial management for the Secretariat and NC in the draft Terms of Reference of WGFD, a new task No. 3 with related activities was added.

13. The revised draft Work Plan of WGFD is attached as Annex III.

#### **VIII. Consideration on the performance of the Secretariat and the Network Center**

14. The Secretariat and the Network Center made presentations on the draft report on the review of the performance of the Secretariat and the Network Center. Since this is the first attempt to undertake the performance review, the Session was invited to provide comments and guidance for improvement of the reports, as appropriate.

15. Major discussions included:

- It was pointed out that more descriptions would be required on an item by item basis regarding the activities reported in the tables to enable performance and efficiency evaluation.
- It was pointed out that clear targets and performance indicators could be useful for evaluation of the performance. In this connection, it was noted that such targets and indicators would be useful for evaluation of future activities.
- Such indicators may include (i) contribution of activities to realization of the EANET objectives; (ii) comparison between planned and actually implemented activities; (iii)

quality of outputs; (iv) efficiency in terms of manpower and use of existing resources; and (v) transparency of activities. Such performance indicators must be developed for EANET activities as a whole, as NC cannot complete its activities without cooperation of the participating countries. For instance, NC cannot complete data reports without submission of data by the participating countries. Delay of data submission would affect the performance of NC.

- The Secretariat and NC would attempt to develop targets and performance indicators in the medium term plan of EANET.

**IX. Review of the financial reports since the start of the regular phase, presentation of the draft work program and budget in 2005 and consideration of the appropriate sizes of the EANET budgets**

16. The proposed draft work program and budget for 2005 was presented by the Secretariat and the Network Center. The Session was invited to provide comments and guidance for the revision of the draft work program and budget in 2005 for consideration at IG6.

17. Major discussions included:

- It was clarified that participating countries may submit research proposals, especially regarding monitoring methodologies to NC as joint research with NC.
- Activities to increase public awareness should be implemented jointly by the Secretariat and NC. Proposal for the joint public awareness activities should be circulated among the participating countries for comments.
- Concerns were expressed on the large differences between the actual expenditures in 2003 and proposed budget for 2005, especially regarding salary increase. It was suggested to include a column on the actual expenditures in 2003 on item by item basis in comparison with the proposed budget for 2005 with the explanation of any differences. In addition, the Secretariat was requested to provide IG6 with 2004 expenditure up to September and estimated expenditures in the remaining months, for consideration of the participating countries.
- It was clarified that the contribution from the participating countries should be based on the coming year budget and not for the actual expenditure in the previous year. This practice creates difficulty for many countries to forward their requests to their financial authorities for approval to make financial contribution. It was suggested that IG6 should consider this issue.
- Regarding the first periodic report, there is confusion of the name of the report. The name of this report should be standardized by SAC4. The Session was informed that SAC would appoint fixed term bureau members at SAC4 especially to take initiative on the first periodic report. SAC initiative and responsibility for the preparation of the first periodic report should be clearly described in the revised work program and necessary budget should be reflected in the 2005 budget.

**X. Arrangements for the Fourth Session of the Scientific Advisory Committee (SAC4) and the Sixth Session of the Intergovernmental Meeting (IG6)**

18. The Secretariat presented the proposed dates and venue, agenda items, and other arrangements for SAC4 and IG6.
19. Major discussions included:
- The participating countries agreed on the dates for SAC4 and IG6 to be held on 3-5 November 2004 and 7-8 November 2004, respectively, in Siem Reap, Cambodia.
  - The following two items should be added to the agenda of SAC4:
    - Consideration on fixed term for a period of three years for SAC bureau members;
    - Review of procedures to prepare the first periodic assessment report.
  - The following items should be added to the agenda of IG6:
    - Consideration of the outline of the guidelines on administration and financial management for the Secretariat and NC;
    - Consideration on the possible use of the previous savings of the Secretariat;
    - Consideration and approval of the work program and appropriate sizes of the EANET budgets in 2005 (with the discussion on the basis on which the voluntary contribution by participating countries will be calculated. This will be explained in the Annotated Agenda).
  - It was suggested to revise the bullet No. 6 of the proposed Agenda to read as “Review of the financial report since the start of the regular phase”.

**XI. Other Issues**

20. The Secretariat proposed to solicit design for EANET logo from the public and participating countries in order to enhance public awareness for EANET.
21. The session agreed that the following dates be observed by the Secretariat:
- Additional comments of the participating countries regarding discussion at WGFD1 for instance the usage of the remaining budget of the Secretariat should be submitted to the Secretariat by 15 September 2004.
  - the list of documents be provided to all the participating countries by 01 October 2004.
  - to circulate the documents to be discussed at SAC4 and IG6 by 20 October 2004.
  - the documents for SAC4 and IG6, could be circulated one by one as they become available to the participating countries to provide them time to discuss the documents within their respective countries.

22. The Network Center requested the participating countries to give their views, ideas, and necessary inputs in order to improve the EANET website.

**XII. Consideration and adoption of the Report of the Session**

23. The Session considered and adopted the Report of the Session with modifications.

**XIII. Closing of the Session**

24. The Session was closed by the Chairperson.

**Annex I**

**List of Participants**

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on Future Development of EANET  
19-20 August 2004, Bangkok, Thailand

**Annex II**

**Draft Terms of Reference  
for  
the Working Group on Future Development of EANET  
(Revised)**

1. In line with the decision at the Fifth Session of the Intergovernmental Meeting (IG5) on Acid Deposition Monitoring Network in East Asia (EANET) held in Pattaya, Thailand, on 27-28 November 2003, the Working Group on Future Development of EANET (hereinafter referred to as the “Working Group”) is established on an ad hoc basis.
2. The members of the Working Group shall be nominated by the National Focal Points of the participating countries (NFPs). Two members of the Working Group shall be nominated, one for discussions on policy and administrative aspects including a regional agreement on acid deposition, and the other for discussions on scientific and technical aspects. NFPs are recommended to consult with national members of the Scientific Advisory Committee (SAC) in nominating their Working Group members for scientific and technical aspects. It is desirable that same persons will continue to attend all the Sessions of the Working Group to keep continuity of discussions.
3. One Chairperson and one Vice-chair will be elected for three year term of the Working Group sessions.
4. The Working Group will, under the guidance of the Intergovernmental Meeting (IG):
  - (i) review the performance of the Secretariat and NC and submit the review report to IG;
  - (ii) review the financial reports of the Secretariat and NC since the start of the regular phase and recommend appropriate sizes of the budgets of EANET, based on the review results;
  - (iii) develop guidelines on the administration and financial management for the Secretariat and the Network Center, as appropriate, based on the review of the existing rules and regulations for consideration by IG;
  - (iv) carry out tasks in line with the decision on further financial arrangement as adopted at IG5;
  - (v) develop a 4-5 year medium-term plan for EANET;
  - (vi) consider the feasibility of a regional agreement on acid deposition through an analytical work on existing ones such as the ASEAN haze agreement; and
  - (vii) carry out other tasks requested by IG.

5. Tentative schedule of the Working Group Sessions are set as follows:

(i) First Session: August 2004

- Development of the Terms of Reference (TOR) and the work plan of the Working Group for endorsement by IG;
- Review of the performance of the Secretariat and NC for preparation of an interim report to IG for its guidance;
- Review of the financial reports and develop recommendations for consideration by IG.

(ii) Second Session: June-July 2005

- Review of the performance of the Secretariat and NC and preparation of the final review report for consideration by IG;
- Preparation of an interim report on a 4-5 year medium-term plan for EANET for comments and guidance by SAC and IG;
- Preparation of a feasibility study report on a regional agreement on acid deposition for consideration by IG.
- Develop guidelines on the administration and financial management for the Secretariat and the Network Center, as appropriate.

(iii) Third Session: June-July 2006

- Preparation of the report on further financial arrangement of EANET for consideration and adoption by IG;
- Preparation of the final report on the 4-5 year medium-term plan for EANET for comments by SAC, and consideration and adoption by IG.

6. The Working Group may establish sub-working group for specific areas considering that the items of TOR contains varied topics.

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**Annex III**

**Work Plan of the Working Group on Future Development of EANET**  
**(Revised Draft)**

**Background**

1. The Second Session of the Intergovernmental Meeting (IG2) was held in October 2000 in Niigata, Japan. The major decisions included: the successful evaluation of the Preparatory Phase; decided to start the regular phase activities of the EANET from January 2001 based on the Joint Announcement as well as the Tentative Design for EANET; and designated the United Nations Environment Programme (UNEP) as the Secretariat and the Acid Deposition and Oxidant Research Center (ADORC) in Niigata, Japan as the Network Center (NC).
2. The Third Session of the Intergovernmental Meeting (IG3), held in November 2001 in Chiang Mai, Thailand, decided the modality of the Secretariat by using the UNEP RRC.AP/AIT options. It also decided that these options should be revised in the future.
3. The Fifth Session of the Intergovernmental Meeting (IG5), held in November 2003, in Pattaya, Thailand, decided to establish a Working Group on Future Development of EANET (hereinafter referred to as "WGFD"). Taking into account the views and comments expressed at IG5, the Secretariat was requested to prepare a draft Terms of Reference (TOR) of the WGFD as well as the draft work plan for approval by the Sixth Session of the Intergovernmental Meeting (IG6) in 2004.
4. Major discussion on the establishment of the WGFD included, among others, the following:
  - (i) TOR should include review of the performance of the Secretariat and the NC;
  - (ii) TOR should have timetable of the WGFD activities;
  - (iii) develop guidelines on the administrative and financial management for the Secretariat and the Network Center;
  - (iv) WGFD should be able to consider a possibility of establishing sub-groups since the items on the TOR are broad and composed of varied topics;
  - (v) institutional link between the Scientific Advisory Committee (SAC) and the WGFD should be worked out and so on. Not only the draft TOR but also the work plan of the WGFD should be discussed and worked out at the First Session of the WGFD.

### **Work Plan**

5. During IG5, the participants agreed that the WGFD shall prepare a work plan to be considered and approved at IG6. The proposal for the work plan is described hereunder:

- Task 1: review the performance of the Secretariat and NC and submit the review report to the Intergovernmental Meeting (IG);
- Task 2: review the financial reports of the Secretariat and NC since the start of the regular phase and recommend appropriate sizes of the budgets of EANET, based on the review results;
- Task 3: develop guidelines on administration and financial management for the Secretariat and the Network Center;
- Task 4: carry out tasks in line with the decision on further financial arrangement as adopted at IG5;
- Task 5: develop a 4-5 year medium term plan for EANET; and
- Task 6: consider the feasibility of a regional agreement on acid deposition through an analytical work on existing ones such as the ASEAN haze agreement.

**Task 1: Review the performance of the Secretariat and NC and submit the review report to IG**

### **Review Report**

6. The WGFD has a mandate to draft the report on the review of performance of the Secretariat and NC based on its TOR. It is necessary that the following points are included in the review report:

- Activities done by the Secretariat and NC since the start of regular phase in 2001 which correspond to the request of the IG as well as their budget and expenditures; and
- Timetable of the review.

7. The WGFD shall start to prepare the preliminary review report from the First Session of the WGFD through interim report for IG6 in 2004. In 2005, the draft final report will be prepared by the WGFD to be submitted and considered at the Seventh Session of the Intergovernmental Meeting (IG7).

**Task 2: Review the financial reports of the Secretariat and NC since the start of the regular phase and recommend appropriate sizes of the budgets of EANET, based on the review results**

a. Financial Report

8. Since 2002, the Secretariat has been managing the financial matters of EANET including the contract with the donor agency. Since the preparatory phase, the Ministry of the Environment of Japan has kindly funded the operation and activities of EANET throughout the regular phase. The financial statement, including both revenue, expenditure and their balance shall be reviewed so as to evaluate the necessary budget both for the Secretariat and NC.

9. The justification of reviewing the performance of the Network is the statement on paragraph 3 of the Decision 1/IG5 on Further Financial Arrangement for EANET. Taking into account the latest actual expenditure figures, the participating countries of EANET will then make an effort on a voluntary basis to contribute to the budget to be directly spent by the Secretariat using fully the latest UN assessment scale -based burden sharing as the first step from 2005.

10. The Secretariat and NC will prepare the interim financial review report on their respective activities, specifically indicating the revenue and expenditure for 2002 and 2003. This will be distributed to the participating countries for review and comments before the First Session of the WGFD in 2004, together with a proposal for appropriate sizes of their budgets, especially the budget for the Secretariat. Taking into account the views and comments at the First Session of the WGFD, the revised interim financial review report will be submitted to IG6 for its consideration and guidance.

11. Following the guidance by IG6 in 2004, the Secretariat and NC will prepare a draft final financial review report for consideration and comments by the Second Session of the WGFD in 2005, and submit the final report to IG7 in 2005 for its consideration and necessary actions.

b. Work Program for the next calendar year

12. Another item to be included in the review is the preparation of the work program and budget for the next calendar year. The draft work program should be submitted for consideration at the WGFD and IG. The information on budget and human resources would be detailed for each work item if the participating countries may wish so. The procedure on how to revise the draft work program for the next year should be worked out.

**Task 3: Develop Guidelines on Administration and Financial Management for the Secretariat and the Network Center**

According to the decision at IG5, in order to improve transparency and efficiency, WGFD jointly with the Secretariat and the Network Center will do the following activities:

- i) Review the existing rules and regulations on the administration and financial management that are applied to the Secretariat and the Network Center and consider guidelines of relevant UN-subregional organizations.
- ii) Draft an outline of the guidelines for the Secretariat and the Network Center for discussion at IG6.
- iii) Draft the guidelines before WGFD2, taking into account the guidance by IG6 for discussion at WGFD2.
- iv) Develop the guidelines and get the IG's approval at IG7.

The draft guidelines will be designed to increase transparency, efficiency, and accountability of the EANET activities. The guidelines will include but not limited to working procedures, such as staff recruitment, modality of financial reports and progress reports.

**Task 4: Carry out tasks in line with the decision on further financial arrangement as adopted at IG5**

13. Recognizing the importance of a long-term secured financial arrangement for EANET, the participating countries adopted a decision, "Decision 1/IG5" on Further Financial arrangement for EANET at IG5 in 2003.

14. As stated in the decision, after three years, the performance and transparency of the Network should be reviewed to explore the possibility of strengthening and extending the burden sharing. The possibility of introducing minimum contribution amount from the participating countries should also be explored. In addition, adequacy of UNEP RRC.AP/AIT system may also be examined after several years of experience.

15. In 2005, preliminary consideration will be taken with the description in the performance review report. In 2006, the WGFD shall prepare a separate report on further financial arrangement for EANET including a recommendation to be submitted to the Eighth Session of the Intergovernmental Meeting (IG8) in 2006 for its consideration.

**Task 5: Develop a 5 year medium term plan for EANET**

16. The activities that were undertaken on EANET are:

- (i) Acid deposition monitoring;
- (ii) Compilation, evaluation, storage and provision of data;
- (iii) Promotion of quality assurance and quality control (QA/QC) activities;
- (iv) Implementation of technical support and capacity building;
- (v) Promotion of research activities related to acid deposition problems;

- (vi) Promotion of public awareness activities;
- (vii) Other relevant activities.

17. Based on the suggestion and decision at IG5, the WGFD shall prepare a medium term plan for EANET to be undertaken in the coming 5 years. The medium term plan will focus on the whole activities of EANET with clearly stated targets, activities undertaken, and expected results at the end of the mentioned period. This preparation will be conducted for a period of two years by the WGFD together with SAC and NC. Proposed activities and timetable are:

- consideration on the interim report on the medium term plan at the Second Session of the WGFD in 2005;
- consideration on the final report at the Third Session of the WGFD in 2006 to be submitted to IG8 in 2006 for its consideration.

18. The targets of the medium term plan may include:

- to define the measures for improvement of acid deposition monitoring within limited financial resources;
- to increase transparency of EANET development;
- to enhance cooperative efforts among participating countries and with outside organizations; and
- to strengthen policy relevance of EANET activities.

The major activities in the proposed medium term plan may include:

- (i) strengthening of monitoring activities;
- (ii) strengthen the monitoring capabilities and capacity building programs of participating countries including improved QA/QC activities for acid deposition monitoring;
- (iii) continuation of the assessment of acid deposition in the East Asia region and relevant research activities;
- (iv) development of research on acid deposition and its effects;
- (v) promotion of emission inventories and modeling in collaboration with existing initiatives;
- (vi) communication and cooperation with other relevant organizations and programs,
- (vii) raising awareness;
- (viii) consider the possible regional agreement on the long-range transboundary air pollution in East Asia, etc.

19. The WGFD will request the comments of the members of SAC regarding the report on medium term plan for EANET from scientific and technical viewpoints.

**Task 6: Consider the feasibility of a regional agreement on acid deposition through an analytical work on existing ones such as the ASEAN haze agreement**

20. In IG5, some countries emphasized difficulties to adopt burden sharing in the absence of any legal bases. In order to address such issue, the feasibility of a regional agreement on acid deposition should be taken into consideration.

21. The proposed activities to achieve this task include:

- review of relevant existing agreements, for example, Convention on Long-Range Transboundary Air Pollution (CLRTAP), ASEAN Haze Agreement and others;
- consideration on policy relevance of a possible regional agreement;
- consideration on the scope and objectives of a possible regional agreement; and
- consideration on possible options with components of such agreements.

An interim report of the feasibility study will be prepared and discussed at the Second Session of the WGFD in 2005 in order to be submitted to the IG7.