



Project for  
**Promoting  
 Minamata  
 Convention  
 on Mercury**



by making the most of Japan's  
 knowledge and experiences

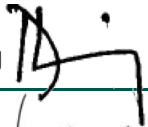



#1, December 2020

## Annual Progress Report

for

### Project for Promoting Minamata Convention on Mercury by making the most of Japan's Knowledge and Experiences

(Reporting Period: July 2019 – June 2020)

Approved by Regional Director	Dechen Tsering 	Date:	9 February 2021
Cleared by Deputy Director	Isabelle Louis 	Date:	28 January 2021
Reviewed by Regional Coordinator	 Kakuko Nagatani-Yoshida	Date:	26 January 2021
Prepared by Project Management Officer	 Mitsugu Saito	Date:	29 December 2020

## Table of Contents

1	Project Information.....	3
2	Summary.....	3
3	Implementation progress .....	4
3.1	Activities implemented.....	4
3.2	Results achieved .....	5
3.3	Challenge encountered.....	6
3.4	Financial status .....	6
4	Project management .....	6
4.1	Project launch and PMU set up.....	6
4.2	Detailed project implementation plan.....	7
5	Annex .....	9
5.1	Project Inception Workshop.....	9
5.2	Local resource survey .....	13
5.3	Annual workplan .....	18
5.4	Result and resources framework .....	20
5.5	Project budget .....	22
5.6	Financial report (preliminary sum).....	24
5.7	Risk log .....	25
5.8	Lessons learned log.....	27

## 1 Project Information

Project title	Promoting Minamata Convention on Mercury by making the most of Japan's Knowledge and Experiences
Participating countries <sup>1</sup>	Indonesia, Japan, Malaysia, Maldives, Mongolia, Myanmar, Nepal, Palau, Philippines, Sri Lanka, Thailand, and Vietnam
Project outcome	Countries increasingly generate and apply information on how to monitor and reduce mercury emissions and releases in their legislations, policies or action plans.
Executing agency	UNEP Regional Office for Asia and the Pacific
Project period	July 2019 – June 2024 (60 months)
Reporting period	July 2019 – June 2020
Total budget	US\$3,000,000 pledged (US\$2,000,000 received as of January 2021)

## 2 Summary

Project for Promoting Minamata Convention on Mercury by making the most of Japan's Knowledge and Experiences was agreed on 20 February 2019 at the meeting between the Ministry of the Environment, Japan (MOEJ), and the United Nations Environment Programme (UNEP). Global announcement of the project was made on the UNEP's website in July 2019 and the Inception workshop was held in Minamata, Japan, on 2-4 September 2019 to inform the project launch to wider audiences.

Twelve (12) countries (Indonesia, Japan, Malaysia, Maldives, Mongolia, Myanmar, Nepal, Palau, Philippines, Sri Lanka, Thailand and Vietnam) participated in the Inception workshop together with Mr. Takaoka, Mayor of Minamata city, who made a welcome remark on behalf of hosting agency to the workshop. Ms. Silva-Repetto, Executive Secretary of the Minamata Convention Secretariat presented a keynote lecture, which was covered by the local media that was invited to the opening session. A few newspapers put the event to their articles. The workshop presented the project implementation plan and discussed the challenges and priorities relating to mercury at national level. Participating countries indicated areas of priority during the sessions, which were the inputs to the detailed implementation plan.

Local resource survey in and around Minamata was undertaken to identify possible partners to implement some part of the project activities. Minamata Environmental Academia is a municipal institution which is the central body to promote environmental conservation and SDGs in Minamata city. It is competent to coordinate local resources and collaborate among partner countries. National Institute for Minamata Disease (NIMD) is a research institution with its mandate dedicated to mercury science. NIMD serves as WHO Collaboration Center for studies on

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<sup>1</sup> Countries participated in the project inception workshop. Actual participation will be confirmed.

the health effects of organic mercury. Institute for Global Environmental Strategies (IGES) is a non-profit public foundation that implement technical assistance projects in variety of focal areas. Its Kitakyushu office is participating in the steering group of Academia and can undertake capacity strengthening activities as well as scientific data management in the project implementation.

The ongoing COVID-19 pandemic is the most serious challenge that this project faces. International travel was restricted for much of 2020 and may continue many more years. An alternative project implementation plan that does not require international travel has been prepared until the situation improves and travel ban is lifted. Staff recruitment of UNEP suspended globally due to COVID-19 pandemic in March – September 2020. Recruitment of Programme Management Officer completed by March 2020, but was able to assumed the position on 1 October 2020. UN Office in Bangkok where the PMU will be located has restricted access so that many employees need to undertake their works from remote locations. The project expenditure is low in this reporting period due to the said COVID related restrictions.

Period between February and June 2020 was still amongst the COVID-19 pandemic and possible activities are restricted to remote mode. Project activities needs to be adjusted to make them operational under pandemic setting.

## 3 Implementation progress

### 3.1 Activities implemented

#### *(Activity 3.1.1) Inception workshop and project launch*

Progress: Completed.

The project held the Inception Workshop on 2 – 4 September 2019 in Minamata, Japan as the project's official launch. 16 participants from 12 countries, 5 resource persons and 4 UNEP staff joined the workshop. Mr. Takaoka, Mayor of Minamata city, made a welcome remark on behalf of hosting agency to the workshop. Ms. Silva-Repetto, Executive Secretary of Minamata Convention was participated in the workshop and made commemorative speech to the participants and Minamata citizens. The local media was invited to the opening session and a few newspapers put the event to their articles.

The workshop presented the project implementation plan to the representatives of participating countries in Asia and the Pacific region and other relevant stakeholders, and discussed the challenges and priorities relating to mercury at national level. Following areas were indicated as their priority:

- Mercury data use for policy development.
- Mercury level in products including traditional medical products.
- Import and export of mercury-added products.
- Mercury levels in ASGM and open dumping sites.
- Environmental and emission monitoring, health monitoring (multiple media).
- Capacity improvement for mercury laboratory including instrument calibration.
- Outreach of mercury information.

- Regional networking: harmonization vs custom made, capacity building vs data sharing.

#### *(Activity 1.1.1) Local resource survey and (Activity 1.1.2) partnership building*

Progress: 80%

Minamata city and its surroundings has long history of mercury impacts and rehabilitation. Through the process, a lot of knowledge and experiences have been accumulated. Literature reviews and communications with local resource persons were conducted to stocktake relevant facilities/ institutions to the project. Following institutions are identified as possible partners to implement some part of the project activities:

Minamata Environmental Academia (hereinafter referred to as 'Academia'): Academia is a municipal institution which is the central body to promote environmental conservation and SDGs in Minamata city. It also regularly undertakes overseas training programmes within and beyond Asian countries. Academia is competent to coordinate local resources and establish partnership and collaboration among partner countries.

National Institute for Minamata Disease (NIMD): NIMD is a research institution established in 1978, which is dedicated to mercury related health and environmental topics and has central responsibility for obtaining and accumulating scientific knowledge on mercury and mercury compounds. It serves as the collaboration centre of WHO on mercury health issues, and has deployed number of overseas survey missions responding requests from recipient governments as well as JICA projects. NIMD can provide scientific and technical expertise on capacity strengthening and data verification throughout the implementation of the project.

Institute for Global Environmental Strategies (IGES): IGES is a non-profit public foundation that implement technical assistance projects in variety of focal areas. It has an office in Kyushu Island where Minamata is located. This office is participating in the steering group of Academia. IGES can undertake capacity strengthening activities as well as scientific data management in the project implementation.

### 3.2 Results achieved

#### *(Project outcome) Project partner countries*

Status: candidate countries participating in the project to be identified.

Countries sending participants to the Inception Workshop expressed willingness to participate in the project in general, so they are the candidates of the project partners. They are; Indonesia, Japan, Malaysia, Maldives, Mongolia, Myanmar, Nepal, Palau, Philippines, Sri Lanka, Thailand and Vietnam. The project will send official invitation to them and confirm their participation.

#### *(Output 1) Local coordination structure in Minamata*

Status: candidate institutions to set up coordination structure identified

Academia is identified as the local coordination institution for the activities to be implemented in Minamata area. It will provide its facilities, e.g. seminar rooms, audio visual equipment, Wi-Fi connection, etc., when convening face-to-face events. It will also facilitate approaching and establishing relationship to local institutions/ facilities/ companies/ resource persons for formulating project activities.

IGES is identified as the executing agency for Minamata-based activities. It can undertake training programme development, engagement of experts and resource persons, preparation of materials, operating training activities and assessing the outcomes. It can also establish expert team to undertake country mission surveys and produce survey reports to the project.

### 3.3 Challenge encountered

*(Risk log #5) COVID-19 pandemic situation*

The most serious challenge that international society ever encountered in the past few decades is the ongoing COVID-19 pandemic. Operational function of UNEP has been severely affected and many countries in the region have imposed strict lockdown that has made the project completely standstill. Local activities are gradually resumed but still at low level.

There is a risk that COVID-19 continues many more years. For managing the risk, an alternative plan that does not require international travel will be prepared until the situation improves and travel ban is lifted.

### 3.4 Financial status

Two instalments were received from MOEJ in 2019 and 2020 with the total amount of USD2,000,000. The third and final instalment with the amount of USD1,000,000 is anticipated in 2021. Preliminary sum of the total expenditures<sup>2</sup> were USD69,681, which is approx. 2.3% against total project budget of USD3,000,000. The delivery was severely affected by the COVID-19 pandemic as most of the activities and administrative processes were put on hold.

## 4 Project management

### 4.1 Project launch and PMU set up

*Project launch*

The project was initiated at the meeting between Ministry of the Environment, Japan (MOEJ) and United Nations Environment Programme (UNEP) on 20 February 2019 where the Minute of Meeting on regional project 'Promoting Minamata Convention on Mercury by making the most of

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<sup>2</sup> Certified amount will be finalized by UNON.

Japan's Knowledge and Experiences' was signed with the total budget of USD3,000,000 (pledged) contributed by MOEJ.

Global announcement of the project was made on the UNEP's website in July 2019. Ms. Dechen Tsering, UN Environment Programme's Regional Director for Asia and the Pacific, reiterated that the dangerous effects of mercury on the environment and human health were well documented, and the global community was acting to protect people and planet. She acknowledged this new contribution of Japan to underline their commitment. Ms. Tamami Umeda, Director General for Environmental Health Department of the Ministry of the Environment Japan, emphasized that effective and timely actions were needed to implement the Minamata Convention so that bringing wider stakeholders on board was important.

The Inception workshop was held in Minamata, Japan on 2-4 September 2019 to inform the project launch to wider audiences. Opening session was open for local citizen and media, and the event was covered by local newspapers.

At the Asia and the Pacific regional preparatory meeting for the third meeting of the Conference of the Parties to the Minamata Convention on Mercury held in Bangkok, Thailand on 7-8 October 2019, UNEP introduced the project to the participants.

#### *PMU setup*

Recruitment of Programme Management Officer completed but due to COVID-19 pandemic, UNEP recruit process has been interrupted since February 2020. UN Office in Bangkok where the PMU will be located has restricted access so that many employees need to undertake their works from remote locations. Programme Management Officer assumed the position on 1 October 2020.

## 4.2 Detailed project implementation plan

### *Activities under output 1*

Period between July 2020 and June 2021 will be still under the impact of the COVID-19 pandemic and activities are mostly restricted to remote mode. Project activities will be adjusted to make them operational under pandemic setting. Local resource survey and partnership building (Activity 1.1) will be completed by Q1, 2021. Minamata-based training programme will be developed (Activity 1.2) and implemented. 2 online trainings (Activity 1.3) will be implemented by Q2, 2021. Resumption of face-to-face training will be carefully considered after completing 2 online trainings.

### *Activities under output 2*

Capacity assessment of existing laboratory in the region is programmes under Activity 2.1. Usually, it involves expert mission(s) to the facility that is not possible. A virtual assessment mission is planned as a trial-basis by Q2, 2021, which will extract workable operation modality for subsequent capacity assessments.

The project expects collaboration and partnership with other existing networks/ programmes in the region under Activity 2.4. Asia Pacific Mercury Monitoring Network (APMMN) and Acid Deposition Monitoring Network in East Asia (EANET) are identified as the prospective partners to the project. Communication with APMMN and EANET will be initiated on Q2, 2021 to explore possible joint activities.

#### *Activities under output 3*

The project annual forums are planned under Activity 3.1.2 which report the progress of the project activities and to discuss workplan of next year. As much as possible, the meeting is open to non-partners especially peers in other regions to provide replicative information. Due to COVID-19 situation, the forum could be convened virtually.

#### *Project coordination*

Recruitment of Admin Assistant to the project will be completed by Q2, 2021.



## 5 Annex

### 5.1 Project Inception Workshop

#### *Outlines of the workshop*

Date & venue	2 – 4 September 2019 at Minamata Environmental Academia, Minamata, Japan
Objective	<p>To present and discuss the project implementation plan with representatives of participating countries in Asia and the Pacific region and other relevant stakeholders.</p> <p>To provide the opportunities to exchange views on the challenges and priorities relating to mercury at national level.</p>
Programme	<p>Opening session: Welcome remark, opening address, commemorative speech</p> <p>Session 1: introduction of the project, workplan</p> <p>Session 2: Mercury monitoring, inventory and flow analysis</p> <p>Reception hosted by Minamata city</p> <p>Session 3: National context</p> <p>Special session: Discussion with Minamata High School students</p> <p>Session 4: Regional networking</p> <p>Site visit: Facilities and monuments in Minamata</p>
Participants	<p>Participants: 16 from 12 countries (Indonesia, Japan, Malaysia, Maldives, Mongolia, Myanmar, Nepal, Palau, Philippines, Sri Lanka, Thailand and Vietnam)</p> <p>Resource persons: 5 from ACAP, NIES, NIMD, EXRI and Minamata Environmental Academia</p> <p>UNEP: 4 from ROAP, Minamata Secretariat and IETC</p> <p>Host and guest: 22 including Mayor of Minamata city, Chair of Minamata Assembly, Director General of Kumamoto Province, Headmaster of Minamata High School</p>



### *Results of the workshop*

At the opening, Mayor of Minamata city Mr. Takaoka welcomed the participants and recommended them to see the current state of Minamata city recovered sea. Director General, Mr. Tahara of MOEJ pointed out the lessons learned from Minamata Disease, which motivated Japan to lead the implementation of the Minamata Convention through utilizing resources in Minamata. Executive Secretary, Ms. Silva-Repetto, of Minamata Secretariat reaffirmed that Minamata will be remembered by not only the tragedy but also the change to overcome the tragedy.

In Session 1, Ms. Yoshida of UNEP presented 3 outputs and workplan under the project. The participants provided comments and recommendations to on the Projects concept, objective and workplan as follows:

#### Output 1:

- The project should consider using e-learning as platform for the Programme roll out.
- The project should consider designing programmes that are suitable for groups with different base capacity/ experience.

#### Output 2:

- How and which data is shared should be clarified.
- Supports to set up laboratories are needed.
- Existing global/ regional monitoring projects are not building any capacity in countries. Only sampling is done in countries, and samples taken are sent to a laboratory in a developed country. Beneficiary countries do not even know how to interpret the result received.

#### Output 3:

- The project to write to countries formally informing about the project and ask for confirmation - in writing – with intention/ interest to become project partner.
- Participating countries to ensure that there is a regulatory framework that accommodates mercury monitoring.
- Existing policy frameworks concerning monitoring should be shared among participating countries.
- No need to have ratified the Convention to participate in this project.
- Technologies and monitoring concerning storage/ disposal of mercury are not part of this scope in particular since it focuses on Article 17, 18 and 19. That said, this project can share reference material that are available in Japan on the subject.
- The project could consider donating second-hand laboratory equipment to developing countries.
- The project could offer a programme on material flow analysis.

In Session2, 5 topics that Japan is undertaking were shared, which are possible components to this project. Dr. Marumoto presented mercury monitoring technologies in various media, which should be selected to fit to the monitoring objectives. In order to get reliable data, regional collaboration will be important. It might be beneficial to differentiate the activities depending on the existing capacity and needs of each country.

Mr. Ito presented Japan's legal obligation to mercury handlers to report its storage status to the government annually. Such reporting system on mercury stocks might be a challenge to enforce for developing countries. Ms. Oka presented a fact-finding study on mercury-added products distributed in commerce, which is a difficult exercise to get quantitative information from such study. Custom (import/export) has difficulty to check products esp. which have threshold values.

Dr. Honda presented a UNEP-MOEJ joint survey on mercury survey at open-burning site. It was highlighted the difficulty of open burning monitoring as this activity is often undertaken by informal sector. Nevertheless, the accumulation of field data is important for open dumping/burning sites and similar methodology could be for ASGM sites, too.

Ms. Suda presented MOEJ's analysis of mercury material flow, which is updated periodically to inform latest status and trend of change. Mercury inventory and material flow analysis have inherent uncertainty and discrepancies depending on the estimating stocks, thus, selecting values for communication are sometimes difficult.

In Session 3, participating countries made national presentations and some priority areas were indicated:

- Mercury data use for policy development.
- Mercury level in products including traditional medical products.
- Import and export of mercury-added products.
- Mercury levels in ASGM and open dumping sites.
- Environmental and emission monitoring, health monitoring (multiple media).
- Capacity improvement for mercury laboratory including instrument calibration.
- Outreach of mercury information.
- Regional networking: harmonization vs custom made, capacity building vs data sharing.

In Session 4, introduced 3 regional network programmes encompassing the region, which are possible future collaboration partner(s) to the project. Dr. Marumono introduced Asia Pacific Mercury Monitoring Network (APMMN) led by USEPA and Taiwan EPA. The network so far established 8 wet deposition stations.

Dr. Eldev-Ochir introduced Acid Deposition Monitoring Network in East Asia (EANET) which is composed of 13 countries, 57 wet deposition and 50 dry deposition sites. The activities include acid deposition monitoring, compilation/ evaluation/ analysis of data, promotion of QA/QC, etc.

Dr. Shibata introduced East Asian POPs monitoring network (POPsEA) which aligns with the Global Monitoring Plan of Stockholm Convention. It undertakes background air monitoring for 11 Asian countries.

#### *Other events in the workshop*

Students of Minamata High School presented in front of the workshop participants their 'Super Global High School Project' including exchange program with Slovenia where mercury mine exists, research of Minamata Bay with NIMD, and learning of mercury waste treatment.

Site visits included JNC Minamata Plant, which was the factory discharged contaminated water to Minamata Bay in 1950's – 1960's. The production item has been completely changed by now.

Minamata Disease Municipal Museum and Minamata Eco-park witnessed the history of Minamata disease with information and monumental objects. National Institute for Minamata Disease has research laboratories dedicated for mercury research located in the outskirts of the city. And finally the visit 2 private enterprises on material recycling signifies the transition of city economy to polluter industry to ecological industry.

*Media coverage*

Opening session was open for citizen and media. At least 2 local newspapers put articles to their morning edition of following day.

*Executive Secretary's visits*

After the Inception workshop, Executive Secretary of Minamata Convention moved to Tokyo and visited various agencies and institutions related to the Convention. It included Ministry of the Environment, Ministry of Foreign Affairs, Ministry of Economy, Trade and Industry, National Institute for Environmental Studies, and United Nations University.



## 5.2 Local resource survey

Minamata city and its surroundings has long history of mercury impacts and rehabilitation. Through the process, a lot of knowledge and experiences have been accumulated. Since 1992, Minamata city leads Japan's eco-friendly city policy with waste segregation, reuse/recycle, reforestation, environmental 'Meister' certificate, etc. Also, it accommodates many organizations and individuals involved in mercury-related issues, thus the area is now become a precious asset to promote the Minamata Convention.

### *Minamata Environmental Academia*

Literature reviews and communications with local resource persons were conducted to stocktake relevant institutions/ facilities to the project. Among them, Minamata Environmental Academia (Academia), a municipal institution, is the central body to promote environmental conservation and SDGs in Minamata city. It also regularly undertakes overseas training programmes withing and beyond Asian countries.



Minamata Environmental Academia

Academia was founded in 2016 aiming to be the 'base to connect Minamata local resources and the region'. It plays a coordinator's role for people providing and receiving 'Minamata knowledge', wisdom and lessons learned which are still valid in present days. Wide range of activities on environment including projects, field studies, researches, etc. have been implemented in Minamata area. Education and capacity development are the central mission of Academia, which provides wide range of learning space developed and practiced in Minamata.

Projects implemented in collaboration with the local communities are the main hub of the Academia's activities. It undertakes open lectures to the citizens on a wide variety of subjects such as the environment, health, dietary education, agriculture, etc. For example, Academia invited high school teachers from Idriya City where the world second largest mercury mine was located, and provided a lecture to the citizen about the past and present of the mercury mine.

Academia has been entrusted by the Ministry of the Environment, JICA and many other institutions to implement training programmes. Also, it has established joint partnerships with both domestic and overseas universities as well as research institutions, though which it receives field surveys, workshops, seminars, etc.

Since the adoption of the Minamata Convention, many workshops, seminars, training programmes etc. on mercury have been implemented at Academia, some of which were organized by the international organization such as UNIDO, UNEP, and WHO. It also hosted the annual workshop of Asia-Pacific Mercury Monitoring Network (APMMN) organized by USEPA and National Institute for Environmental Studies (NIES).

Academia has a video conference facility that provides remote lecture platform for various purposes and modality.

### *National Institute for Minamata Disease*

National Institute for Minamata Disease (NIMD) established in 1978 has central responsibility for obtaining and accumulating scientific knowledge on mercury and mercury compounds. Initially, it undertook medical research to improve treatment technologies for Minamata disease patients, then extended its function to implement social and natural scientific researches and to collect and make available the information on Minamata disease. In 2001, Minamata Disease Archives opened to collect information on Minamata disease and to make it publicly available.



National Institute for Minamata

Disease

Institutionally, NIMD belongs to the Ministry of the Environment of Japan (MOEJ) affiliated in National Environmental Research and Training Institute with its functions for international environmental cooperation, training, and so on. Initially started its research studies under two departments (Clinical Medicine Department and Basic Medical Sciences Department), it expanded the study areas to environmental field by establishing International Affairs and Research Department and Environment and Public Health Department.

NIMD has been inviting researchers and experts in Japan and overseas to organize international workshops on mercury related topics. Since 1997, it is called 'NIMD Forum' which has been held in every one to two years. The topic covers whole range of mercury science from methylmercury toxicology to environmental fate and transport.

In addition, 'Minamata Disease Archives' was established as the clearinghouse to disseminate information about Minamata Disease in June 2001. It aims to contribute to enhance further understanding of Minamata disease, to transmit the lessons learned from the experiences of

Minamata disease, and to advance research activities on Minamata disease and mercury in general.

NIMD accepted WHO Collaborating Center for studies on the health effects of organic mercury in 1986. It has deployed number of overseas survey missions responding requests from recipient governments as well as JICA projects.

*Institute for Global Environmental Strategies (Kitakyushu Urban Centre)*

Institution for Global Environmental Strategies (IGES) is a public-interest incorporated foundation that implement technical assistance projects in variety of focal areas. Established in 1998, it aims to achieve a new paradigm for civilization and conduct innovative policy development and strategic research for environmental measures, reflecting the results of research into political decisions for realising sustainable development both in the Asia-Pacific region and globally.

IGES promotes research cooperation with international organisations, governments, local governments, research institutions, business sectors, non-governmental organisations (NGO) and citizens. As well as conducting research, the Institute will share its research results and also host international conferences and study workshops.

IGES has strong collaborative ties with major international organizations and legal frameworks. It established the Technical Support Unit (TSU) for the IPCC Task Force on National Greenhouse Gas Inventories. Also, it was granted Special Consultative Status under the United Nations Economic and Social Council (UN/ECOSOC) in 2003. IGES has active role in implementing activities in UNEP ROAP including the Secretariat for Asia-Pacific Network for Global Change Research (APN).

In 1999, IGES opened an office in Kyushu Island where Minamata is located, which is now called Kitakyushu Urban Centre (KUC), which is participating in the steering group of Minamata Environmental Academia. Kitakyushu City has transformed itself from the symbol of Japan’s polluted environment towards an advanced eco-friendly city in the world. KUC undertakes researches and other activities to promote sustainable city with circular and low carbon economy. Besides KUC, IGES has an office in Kobe, Beijing and Bangkok.

Other institutions/ facilities surveyed so far were briefly described below:

Institution/ Facility	Key Activity Area
Research	
National Institute for Minamata Disease (NIMD)	<ul style="list-style-type: none"> <li>- Research on Minamata disease in various fields,</li> <li>- International collaborative researches,</li> <li>- Supports to laboratories in developing countries.</li> </ul>

Institution/ Facility	Key Activity Area
Research laboratories in Kumamoto University, Kumamoto Prefectural University, Kagoshima University, Daiichi Institute of Technology, etc.	<ul style="list-style-type: none"> <li>- Environmental impacts and human impacts of mercury,</li> <li>- Social impacts of environmental pollutions</li> <li>- International post-graduate scholarship for research on mercury (Kumamoto Prefectural University).</li> </ul>
Technical development	
NIMD	<ul style="list-style-type: none"> <li>- Rehabilitation for Minamata disease patients,</li> <li>- Certified reference material for accurate mercury analysis.</li> </ul>
International Mercury Laboratory Inc.	<ul style="list-style-type: none"> <li>- Simple and efficient mercury analysis methods.</li> </ul>
Institute for Global Environmental Strategies (IGES)	<ul style="list-style-type: none"> <li>- Technical assistance for global environmental management.</li> </ul>
Educational activities	
Minamata Environmental Academia (Academia)	<ul style="list-style-type: none"> <li>- Organizing public seminars,</li> <li>- Organising training programmes for developing countries.</li> </ul>
Kumamoto Prefecture Environmental Center	<ul style="list-style-type: none"> <li>- Educational programmes such as segregation of waste mercury-added products</li> </ul>
Minamata High School	<ul style="list-style-type: none"> <li>- Volunteer guide at Minamata Disease Municipal Museum,</li> <li>- Study programmes on mercury problems in developing countries</li> </ul>
Kanshiranui Planning	<ul style="list-style-type: none"> <li>- Organizing environmental study tours for domestic and foreign high school students</li> </ul>
Medical services	
Meisuien	<ul style="list-style-type: none"> <li>- Care services, medical services for inpatients.</li> </ul>
Kyoritsu Clinic	<ul style="list-style-type: none"> <li>- Medical services for patients.</li> </ul>
Public awareness	
Minamata Disease Municipal Museum	<ul style="list-style-type: none"> <li>- Collection, archiving, displaying information on Minamata diseases,</li> <li>- Organizing a Minamata disease storyteller group</li> </ul>
Minamata Disease Archives	<ul style="list-style-type: none"> <li>- Displaying scientific information on mercury</li> </ul>
Soshisha	<ul style="list-style-type: none"> <li>- Collection and archiving of information on Minamata disease, operating a private museum,</li> <li>- Displaying archived materials</li> </ul>



Institution/ Facility	Key Activity Area
Toomi-no-ie, Hotto Hausu, Orange Hall	<ul style="list-style-type: none"> <li>- Supporting Minamata disease patients (care services, vocational supports, etc.),</li> <li>- Supporting story-telling activities by patients at various international and domestic fora</li> </ul>
Administrative services	
Department of Policy Planning/Department of Welfare and Environment, Minamata City	<ul style="list-style-type: none"> <li>- Social care services to Minamata disease patients,</li> <li>- 'Moyai-naoshi' reconciliation activities,</li> <li>- Promoting Model Environment City,</li> <li>- Solid waste management (segregation, collection, disposal)</li> </ul>
Orange Hall, Moyai Hall, Minamata City Cultural Hall	<ul style="list-style-type: none"> <li>- Providing space and venue for various activities organized by local citizens</li> </ul>
Private businesses	
Businesses in Eco-town industrial zone	<ul style="list-style-type: none"> <li>- Promotion of environment-oriented businesses such are solid waste management, reduction of mercury-added products, renewable energy, cleaner production, etc.</li> </ul>
Miscellaneous	<ul style="list-style-type: none"> <li>- Conservation of terraced paddy, traditional handicrafts, organic farming, cultural heritages, eco-friendly accommodation, local specialties and tourism attraction.</li> </ul>

### 5.3 Annual workplan

Output	Activity	Activity Detail	Timeline <sup>3</sup>										Deliverables	Progress and Planning	
			2019				2020				2021				
			3	4	1	2	3	4	1	2					
1	1.1 Assess and compile available resources and facilities in and around Minamata and establish partnerships to implement project activities.	Planned												A list of local partners in Minamata, Japan providing support for the project.	Stocktake completed and partnership building to be completed by Q1 2021.
		1.1.1 Assess local human resources, facilities, programmes, and activities that may benefit the project implementation.													
1	1.2 Develop relevant capacity building programmes under the Minamata Convention.	Planned												Sets of training materials (agenda, presentations, reference materials), databooks, and technical handbooks, etc.	Training modules to be developed for 2 online trainings.
		1.2.1 Develop standard training materials and menus for scientists and technicians that are available for training courses and self-studying.													
1	1.3 Formulate and implement trainings based on regional priorities and identified needs.	Planned												2 face-to-face trainings and series of online trainings implemented per year <sup>4</sup> .	2 online trainings by Q2 2021. Face-to-face training subject to pandemic situation.
		1.3.1 Formulate and implement skill up training/visit programmes based on the needs and regional priorities.													
2	2.1 Develop in-country capacity for sampling and analyzing mercury and mercury compounds from multiple media.	Planned												Laboratory assessment reports for all partner countries.	Planning a virtual assessment mission as a trial by Q2 2021.
		2.1.1 Capacity assessment of existing laboratories in the region on the basis of technical assistance menus.													
		2.1.2 Provide advice to improve sampling design and field sample collection capacities and skills.													

<sup>3</sup> Solid lines are implemented, dotted lines are planned timelines.

<sup>4</sup> Frequency will be adjusted depending on the COVID-19 situation.

Output	Activity	Activity Detail	Timeline <sup>3</sup>								Deliverables	Progress and Planning										
			2019				2020						2021									
			3	4	1	2	3	4	1	2												
2	2.4 Undertake partnership activities/ collaborations with other monitoring programmes to promote science-based policy making.	2.1.3 Provide advice to improve sample handling, pretreatment and instrumental analysis capacities and skills.																				
		2.4.1 Participate in the activities of other programmes and invite other programme parties for collaborative activities.																				
		2.4.2 Conduct mathematical modelling, research and environmental studies for enhancing science-policy interaction.																				
3	3.1 Convene stakeholders' meetings on project planning and result dissemination.	3.1.1 Convene an inception workshop for project launch.																				
		3.1.2 Convene periodic stakeholders' meeting to share project results.																				

COVID 19 pandemic

## 5.4 Result and resources framework

<b>Intended Project Outcome (linked to UNEP POW 522.3 Outcome and Output 2 and 3<sup>5</sup>):</b> Countries increasingly generate and apply information on how to monitor and reduce mercury emissions and releases in their legislations, policies or action plans.		<b>Updated Result Status</b>
<b>Outcome indicators, including baseline and targets:</b>		
Indicator 1: Number of countries that embed scientific data collection in their mercury management policies.	Baseline: 0, Target: 6	Candidate countries participating in the project to be identified.
Indicator 2: Number of Countries that regularly put information on mercury monitoring available via the information portal.	Baseline: 0, Target: 6	
Indicator 3: Number of new, adequate policies and legislation in effect on mercury management.	Baseline: 0, Target: 3	
<b>Results</b>	<b>Results (Output) Indicators</b>	<b>Baselines and Targets</b>
Output 1: Comprehensive capacity building programme based in Minamata developed and implemented.	Number of capacity building programme package for specific subjects developed and implemented.	Baseline: 0 Targets: 2
	Local coordination structure in Minamata developed.	Baseline: 0 Target: 1
	% of trained participants who successfully apply the knowledge	Baseline: 0 Target: 50%
		Stocktake of local resources identified candidate institutions to set up coordination structure.

<sup>5</sup> UNEP PoW 522.3 Outcome: Countries address priority chemicals and waste issues using information, assessments, guidance and tools provided by UN Environment. Outcome indicator: (i) Increased number of governments addressing priority chemicals and wastes issues towards the Strategic Approach to International Chemicals Management objectives and their obligations under the chemicals multilateral environmental agreements, through the use of knowledge and tools provided by UNEP, baseline 0 target 14. Output 2: Data gathering for chemicals inventories and plans for informed decision making made available online. Output indicator: number of data entries on chemicals introduced into a data gathering online platforms for knowledge sharing, baseline 10, target +10. Output 3: Global Monitoring Programmes on POPs and mercury developed based on national and regional reports and training of laboratories. Output indicator: number of laboratories trained, baseline 0, target 7.

	and skills on mercury management in their work disaggregated by gender and age range.		
Output 2: A regional monitoring institution network in Asia and the Pacific established.	Number of countries with national institutions on the network that meet international standards on mercury analysis.	Baseline: 0 Targets: 3	
	Number of existing regional networks establishing partnership with this programme.	Baseline: 0 Target: 2	
Output 3: Outreach of qualified information in support of early implementation of the Convention implemented.	Number of countries submitting information to the information portal.	Baseline: 0 Targets: 6	
	Number of countries outside of the project partners that received information through project activities.	Baseline: 0 Target: 30	

## 5.5 Project budget

Item		Budget (USD)
Output 1: Comprehensive capacity building programme based in Minamata developed and implemented.		
1.1	Assess and compile available resources and facilities in and around Minamata and establish partnerships to implement project activities.	5,000
1.2	Develop relevant capacity building programmes under the Minamata Convention.	110,000
1.3	Formulate and implement training based on regional priorities and identified needs.	400,000
1.4	Undertake follow-up assessment of the effectiveness of the training programmes and publish annual reports.	-
1.5	Develop institutional coordination structure to sustain capacity building programme based in Minamata.	30,000
Output 2: A regional monitoring institution network in Asia and the Pacific established.		
2.1	Develop in-country capacity for sampling and analyzing mercury and mercury compounds from multiple media.	261,000
2.2	Undertake continuous data collection and analysis based on national/regional monitoring plans.	158,000
2.3	Provide technical advice and tools to strengthen a harmonized system for data processing and quality assurance for the regional institution network.	50,000
2.4	Undertake partnership activities/ collaborations with other monitoring programmes to promote science-based policy making.	8,000
Output 3: Outreach of qualified information in support of early implementation of the Convention implemented.		
3.1	Convene stakeholders' meetings on project planning and result dissemination.	258,244
3.2	Accumulate and compile technical data and make it publicly available on line.	85,000
3.3	Strengthen national capacities to utilize mercury data for risk assessment and policy development through the provision of technical advice and knowledge exchange.	120,000
Project Coordination		1,152,099
		477,000
		463,244

Item	Budget (USD)
Project staff personnel	1,039,425
Project M&E	30,636
Office rent and common costs	82,038
<b>Sub-Total Project Cost</b>	<b>2,637,285</b>
PSC (13%)	342,847
UN Levy (1%)	19,868
<b>TOTAL</b>	<b>3,000,000</b>

5.6 Financial report (preliminary sum<sup>6</sup>)

Income Category	Pledged (USD)	Received (USD)	Status	Expenditure Category		Budget (USD)		Expenditure (USD)		Delivery Rate (%)
						Actual	Committed	Total	Total	
2019 Contribution	1,000,000	1,000,000	Received	010 Staff Personnel	1,139,425	4,304	0	4,304	0	0.4
2020 Contribution	1,000,000	1,000,000	Received	160 Travel	390,474	30,570	0	30,570	0	7.8
2021 Contribution	1,000,000		Planned	120 Contractual Service	280,186	12,623	0	12,623	0	4.5
				135 Equipment and Furniture	105,518	2,478	440	2,478	440	2.8
				125 Operational Costs and 130 Supplies	121,740	10,787	0	10,787	0	9.2
				140 Grant to IP	600,000	0	0	0	0	0.0
				<b>Sub-Total Project Cost</b>	<b>2,637,343</b>	<b>61,225</b>	<b>440</b>	<b>61,665</b>	<b>440</b>	<b>2.3</b>
				PSC (13%)	342,855	0	0	0	0	0.0
				UN Levy (1%)	19,802	8,016	0	8,016	0	40.5
<b>TOTAL</b>	<b>3,000,000</b>	<b>2,000,000</b>		<b>TOTAL</b>	<b>3,000,000</b>	<b>69,241</b>	<b>440</b>	<b>69,681</b>	<b>440</b>	<b>2.3</b>

Note: Amounts are rounded at one dollar.

<sup>6</sup> Certified financial statement is issued separately by UNON.



## 5.7 Risk log

Risk Description/ Analysis	Category	(I) Impact Severity 1-5	(L) Likely- hood 1-5	I x L Overall Risk rating	Risk Management Strategy & Actions	By When/ Whom?
1 Sufficient funding and human resources	Economic	4	1	4	As this project is formulated under the contribution agreement already signed, the shortcoming of fund is unlikely.	On regular basis/ Programme Officer, ROAP senior management
2 Attention on chemicals and waste decreases	Political	4	2	8	The engagement with partner countries through this project and other opportunities to show the relevance of the issue.	On regular basis/ Programme Officer, ROAP SP5
3 The supporting group do not provide quality input or sufficient support	Organization	4	2	8	Cooperation and engagement of local partner in Minamata will be confirmed at the initiation stage of project implementation.	On regular basis/ Programme Officer
4 Low interest from decision makers at national level	Organization	4	1	4	All partner countries are ratified or implemented MIA projects towards ratification, which indicates high interest at national level.	On regular basis/ Programme Officer, ROAP SP5
5 Covid-19 pandemic persist for many years	Social	4	3	12	Implementational modality without international travel is prepared as an alternative plan, which can be switch to	On regular basis/ ROAP senior management

Risk Description/ Analysis	Category	(I) Impact Severity 1-5	(L) Likely- hood 1-5	I x L Overall Risk rating	Risk Management Strategy & Actions	By When/ Whom?
					normal mode when travel restriction is lifted.	

## 5.8 Lessons learned log

Date	Description	Recommendation/ Action
2 September 2019	Local media (in Minamata and Kumamoto) valued this mercury project and published news articles in local newspapers. They asked more information on the project and requested participation to the workshop.	The project implemented by international organization such as UNEP has high news value to the local media so that it could increase visibility of the project. Press releases or other information may help more media coverage on this project.