

Minutes

71st Meeting of the BEAC WGE Subgroup for Hot Spots Exclusion, (SHE#71)

Telephone, 15th of October, 2018

1. Opening of the Meeting

The meeting was opened and attended by the following participants:

- Mr Åke Mikaelsson, Chair, SE
- Mr Rickard Nätjehall, SE
- Ms Helena Dahlbo, FI
- Ms Anne Marie Mo Ravik, NO
- Ms Olaug Bjertnaes, NO
- Ms Julia Bobina, IBS
- Mr Ruslan Butovskiy, NEFCO
- Mr Henrik Forsström, NEFCO
- Ms Elin Kronqvist, SE (WGE Chair, observer in SHE)

2. Adoption of the Agenda

The agenda was adopted with additives under item 9 - AOB.

3. Follow-up of tasks distributed at the previous meeting (SHE#70)

The delegate assigned responsible gave a brief up-date of the findings as well as the extent of completion of their respective task:

Task	Responsible	Status
i. Discuss with Ivan Popov on additional steps with Arkhangelsk HEG	Åke	Done!
ii. Initiate (and execute) the elaboration of a Draft Plan for SHE Support Activities, based on follow-up talks with the BAT-Bureau and NEFCO after No1a seminar.	Åke, Henrik BAT-Bureau	Done!
iii. Initiate (and execute) the drafting of a SHE response Letter to the HEGs regarding further implementation of SHE Support Activities in the regions.	Åke, Henrik BAT-Bureau	Initiated, not executed
iv. Elaborate draft ToR:s on selected Support Activities for the regions, No1b, No2+3, No4+5, etc.	BAT-Bureau	No1b done, other expected
v. Comment and/or approve the updated SHE mandate as submitted by NEFCO	All	Done!
vi. Provide information about the EU Programme "Kolarctic" CBC to the SHE group	Henrik	Done!
vii. Review of the BEAC CSO Communication Strategy and decisions on relevant communication initiatives for SHE, contributing to the Strategy	Julia	Done!
viii. Review the proposed sub-steps for Step 3-7 in the SHE Progress Sheet and approves/comments till the next meeting	Alexander	Not done
ix. Provide a gathered summary table on S&A;s etc and the hot spots for which TEC experts and any kind of response is required	Åke	Not done
x. Arrange a Skype meeting on Ko3-2 with Tatiana Tiupenko, Alexander, Åke, Julia.	Åke	Tried, not completed

xi. Contact Yana Voitsekhovskaya in NAO for coaching talks around a relevant ToR template, thus initiating the re-drafting of the proposed SuppAct No3 on N3	Henrik	Ongoing
xii. Appoint experts for the drafting of ToR for Support Activities (combinations of No2, No4, No4, No5, No6) for Water and Wastewater	Alexander, Åke	SE: Done! RU: Not done!
xiii. Appoint experts for the drafting of ToR for Support Activities (combinations of No2, No4, No4, No5, No6) for Pulp & Paper Industry	Alexander, Åke	SE: Done! RU: Not done!

(Tasks xiv – xx had deadlines till 26th of October and thus will be checked off at the next SHE-meeting)

4. Review of Minutes from previous meetings

The minutes from SHE #70 were approved with minor comments from Finland under the headline “Draft Minutes SHE#70) - Telephone 25Sep2018 (2)_FI comm” and oral comments from NEFCO to change the reference of the Arctic Project Trust Fund to the Kolarctic CBC program.

5. Communication with the Regional Hotspot Exclusion Groups (Regional HEGs)

- a) Follow-up on appointment of experts and initiation of the reviews of the up-dated Screening & Analysis reports submitted by the Arkhangelsk HEG:

With reference to the meetings in Moscow on 26th of September 2018, the Chair reminded SHE about the urgent need to respond to the Arkhangelsk HEG with comments to the Screening & Analysis Reports regarding the below hotspots (see corresponding appendices).

It was concluded that the following experts were appointed to the respective report:

Hot spot

- i) A5 – Kotlas PPM (ILLIM Koryazhma)
- ii) A7 – Russkaya Arktika (redefined)
- iii) A9a – Dioxins from Arkhangelsk PPM
- iv) A9b – Dioxins from ILLIM Pulp in Koryazhma

Appointed experts

- Timo Jouttijärvi (FI)
- Olaug Bjertnaes (NO)
- Bo Jansson (and possibly Anders Törngren) (SE)
- Jussi Reinikainen (FI)
- Timo Jouttijärvi (FI)
- Olaug Bjertnaes (NO)
- Niklas Johansson and Bo Jansson with support from Anders Törngren (SE)
- Timo Jouttijärvi (FI)
- Olaug Bjertnaes (NO)
- Niklas Johansson and Bo Jansson with support from Anders Törngren (SE)

- b) Follow-up of the Support activity No1a taking place at the Russian BAT-Bureau on the 26th of September 2018

The Chair reported that the seminar was a good start to the SHE Support Activities and Åke, Rickard, Julia and Ruslan participated in person. The discussions during the seminar indicated a good potential for further seminar about the new BAT-legislation in the regions. The organization and financing of the seminar went well. During the follow-up meeting on the 27th, the letters from the regions were reviewed and based on these a draft plan for further Support Activities in the regions could be drafted. This task was granted the BAT-Bureau as a part of the No1a report.

The SHE group was encouraged to review the BAT-Bureau’s report on the No1a Seminar.

- c) Decision on SHE's further response to the regional HEG's based on their Priorities and preferences" as submitted in August and September 2018.

It was agreed that the BAT bureau should be assigned to draft response letters to the five regional HEGs, addressing the arrangement of a Support Activity No1b in each region as well as relevant sets of other Support Activities, based on the priorities and preferences expressed by the regional HEGs. The draft response letters are expected by the 26th of October so that they can be submitted soon thereafter and the response to them discussed in Skellefteå.

6. Decision on further steps with the Support Activities

- a) Approval of ToRs for Support Activities:

- i) No1b (All subjects) - Training workshops in the regions

Despite of the fact that the Draft ToR for Support Activity No1b was submitted just the day before the meeting, NEFCO provided some comments: In general the Draft ToR for No1b was very well received by NEFCO although some clarifications/changes were requested:

- The table on expenditures under page 3 shows cost per workshop, not the total amount for all 4. Hence, the total cost will actually be 4 times higher and it should be stated so in the budget.
- *The function for logistical services, in No1a held by the Cleaner Production Centre, has to be provided for also in later support activities.*
- The reporting of each assignment has to be reflected in the ToR
- In the last two pages of the program, it is mentioned that a "quiz" will be held. This should either be an exam or framed differently. It should also be clarified that the participants will receive a diploma upon completion.

It was decided that the approval of the ToR has to be tabled till SHE #72 to allow the SHE members to properly go through the material. Comments to the Draft ToR though are expected till the 22nd of October 2018.

- b) The following experts were appointed to the Task Forces for Elaboration of ToR for the Support Activities:

- i) TF for ToR Elaboration for Support Activities on Water and Wastewater treatment
Jyrki Laitinen (FI)
Kristina Svinhufvud (SE)
Norway so far will not appoint any expert to this TF but RU may still appoint somebody inter alia from the BAT-Bureau.
- ii) TF for ToR Elaboration for Support Activities on Pulp and Paper Industry
Timo Jouttijärvi (FI)
Bo Jansson (SE)
Olaug Bjertanes (NO)
RU may still appoint somebody inter alia from the BAT-Bureau

- c) Decision on further Support Activities to develop further to ToR:

Åke reported that Draft ToRs for Joint Support Activity No2 + No3 (Branch Specific Seminars + Study Tours) as well as No4 + No5 (Environmental Performance Enhancement Plans + Criteria Definition through Pilot Permit Granting) may be developed by the BAT-Bureau. The BAT-Bureau expects comments on No1b and then will be ready to deliver more ToRs, given that SHE so decides.

7. WGE and Communication Issues

- a) Approval of the up-dated SHE Mandate

It was concluded that no comments to the up-dated SHE Mandate were submitted from the countries, but from Julia at IBS. Julia's comments, addressing a clearer determination of communication channels, were discussed and it was concluded that these comments better be concentrated to an extended phrase in the Mandate item 4: "Raise awareness about the hot spots and their respective action projects and/or progress in environmental performance through relevant communication channels;" . SHE approved this formulation and further noted that the issue of communication channels be addressed in the bi-annual working plans.

It was agreed that Julia makes the corresponding up-date and that the SHE Co-Chair then submits it to WGE Chair.

- b) Discussion and decisions on further communication initiatives, inter alia with background to the of the BEAC CSO Communication Strategy

Henrik informed that NEFCO has a two-person communication team that possibly can assist the IBS. Henrik will discuss this further with Julia.

It was agreed that Julia will attend the waste seminar in Helsinki on the 5th of November and in connection with this discuss communication issues with the NEFCO communication team.

8. Preparations for the BEAC WGE Meeting in Skellefteå on the 13th – 15th of November 2018

The Chair reported that till the SHE-meeting in Skellefteå he would like the SHE-group to:

1. Safeguard Support Activities in the Regions: Have the implementation of No1b and other "taylor made" Support Activities in each Federation Subjects have been initiated.
2. Give an Exclusion Prognosis for end of 2019: Based on the priorities expressed by the regional HEGs, make an estimate on the hotspots realistic to exclude by "Fast track" and by "Full track" in end of the Swedish chairmanship in November-December 2019.
3. Up-date the Progress Sheet: Based on the above prognosis, update the "Progress Sheet" with the revised sub-steps and hot spot names as amended by Arkhangelsk and Murmansk and based on this focus both work and communication efforts.
4. Plan Communication efforts: Based inter alia on the Progress Sheet plan (incl. the "orange colour") plan communication campaigns "for results" and "about results".
5. Follow-up the SHE Work Programme: State of completion of Support Activities and SHE Activities

Based on this, Mme Chair Elin Kronqvist commented that the Exclusion Prognosis is important.

Ruslan commented that he will not be able to attend in person but will attend via link. He will also invite the BAT-Bureau to be available via link for a limited part of the agenda.

9. Any Other Business

- a) Henrik informed about the Environmental Programme “Ecologiya” under President Putin’s “May-Decree”: 11 Sub-programmes within various fields of environment and that practically all environmental cooperation activities are expected to align with this programme.

Ruslan also reported that in connection with the sub-programmes, he also was appointed a key connection point between Minprirody (Ministry for Nature Resources and Environment) and MinPromTorg (Ministry for Industry and Trade).

It was agreed that Åke asks the BAT-Bureau for the English translation of the Programme and submits to the SHE-group and that Ruslan finds and disseminates the corresponding PowerPoint presentation.

- b) Julia reminded the SHE-group about the call for experts to the Waste Management Project in Arkhangelsk with kick-off meeting during 20-25th of October 2018. Henrik stated that NEFCO will send Mr Anders Lärkert there.

It was agreed that the other SHE-group members till the 16th of October survey possibilities for sending experts there. Sweden announced that this may be possible.

10. Summary of Next Steps and Distribution of Tasks

Task	Responsible	Deadline
i. Remind the BAT-Bureau of SHE’s wish that they Draft SHE response Letters to the HEGs regarding further implementation of SHE Support Activities in the Russian subjects.	Åke => BAT-Bureau	16 th of October 26 th of October
ii. Remind the BAT-Bureau of SHE’s wish that they Elaborate draft ToR:s on selected Support Activities for the regions, No1b, No2+3, No4+5, etc.	Åke => BAT-Bureau	16 th of October 26 th of October
iii. Approve the updated SHE mandate as submitted by IBS	All	26 th of October
iv. Review the proposed sub-steps for Step 3-7 in the SHE Progress Sheet and approves/comments till the next meeting	Alexander	26 th of October
v. Arrange a Skype meeting on Ko3-2 with Tatiana Tiupenko, Alexander, Åke, Julia.	Julia + Åke	26 th of October
vi. Contact Ms Yana Voitsekhovskaya in NAO for coaching talks around a relevant ToR template, thus initiating the re-drafting of the proposed SuppAct No3 on N3	Henrik	26 th of October
vii. Appoint experts for the drafting of ToR for Support Activities (combinations of No2, No4, No4, No5, No6) for Water and Wastewater	Ruslan + Alexander	26 th of October
viii. Appoint experts for the drafting of ToR for Support Activities (combinations of No2, No4, No4, No5, No6) for Pulp & Paper Industry	Ruslan + Alexander	26 th of October
ix. Prepare TEC comments for revised Screening & Analysis Report on A5	All	26 th of October
x. Prepare TEC comments for revised Screening & Analysis Report on A7	All	26 th of October
xi. Prepare TEC comments for revised Screening & Analysis Report on A9a	All	26 th of October

xii. Prepare TEC comments for revised Screening & Analysis Report on A9b	All	26 th of October
xiii. Submit TEC comments on A5, A7, A9a and A9b to Arkhangelsk HEG	Alexander	26 th of October
xiv. Approve and submit SHE response Letters to HEGs on Further Support Activities	SHE, Alexander	26 th of October
xv. Appoint TEC experts for review and comments on the proposed ToR for a No2 on "Oil contamination and remediation"	All	31 st of October
xvi. Provide a gathered summary table on S&A;s etc and the hot spots for which TEC experts and any kind of response is required	Åke	12 th of November

11. Next Meeting

It was agreed that **SHE#72 will be held on the 2nd of November 2018 at 9.00 – 11.00 CET/ 10.00 – 12.00 MT on Telephone.**

12. Closure of the Meeting

The chair expressed his gratitude to the SHE-members and closed the meeting at 15.00 CET.

Final List of Appendices:

- App SHE#71.4 - Minutes from SHE#70
- App SHE#71.5ai – Screening and Analysis Report on A5 – Kotlas PPM En
- App SHE#71.5aii – Screening and Analysis Report on A7 – Russkaya Arktika En
- App SHE#71.5aiii – Screening and Analysis Report on A9a - Arkhangelsk PPM En
- App SHE#71.5aiv – Screening and Analysis Report on A9b - ILLIM En
- App SHE#71.5b – Report from the Support Activity No1a
- App SHE#71.5ci - Response on Exclusion Priorities and SuppActPreferences Arkhangelsk En
- App SHE#71.5cii - Response on Exclusion Priorities and SuppActPreferences Karelia En
- App SHE#71.5ciii - Response on Exclusion Priorities and SuppActPreferences Komi En
- App SHE#71.5civ - Response on Exclusion Priorities and SuppActPreferences Murmansk En
- App SHE#71.5cv - Response on Exclusion Priorities and SuppActPreferences Nenets En
- App SHE#71.6ai – Draft ToR for SHE SuppAct No1b (Training workshops in the regions)
- App SHE#71.6c – Approved Study Plan suggested as base for Branch trainings in regions
- App SHE#71.7a – SHE Mandate Draft v0.3 (FI+NEFCO+IBS).doc