

Minutes

63rd Meeting of the BEAC WGE Subgroup for Hot Spots Exclusion, (SHE#63)

Stockholm, 15th – 16th of March, 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
- Ms Elin Kronqvist, SE (“observing WGE Chair”)
- Ms Nadya Maslova, SE
- Mr Rikard Nätjehall, SE, secretary
- Ms Maria Dianova, IBS
- Mr Henrik G Forsström, NEFCO
- Ruslan Butovsky, NEFCO Consultant

Since the Russian co-chair, Mr Alexander Druchinin, was new to the group, a more thorough introduction of the participants was made.

2. The Agenda was adopted

The agenda was adopted without adjustments.

3. Follow-up of tasks distributed at the previous meetings (SHE#62)

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

Task with status comment	Responsible
<p>3. 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. The consultant review should be finalized and submitted from NEFCO to SHE as soon as possible .</p> <p>Henrik reported that a consultant is hired but he will start working on another more broad project, involving also Ko8. An expert team is being assembled for this.</p>	NEFCO/Henrik G Forsström
<p>10. Ko8: Send out a request to the Nordic countries for experts that can make a TEC review of hotspot Ko8 coal mining waste.</p> <p>Hanne reported that the task is not completed yet but that she will take care of it and coordinate with Henrik G Forsström from the NEFCO side (cf. above!).</p>	Hanne Aronsen
<p>13. 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>Ruslan reported that he met Ms Olga Repina in Arkhangelsk in December 2017 and</p>	Ruslan Butovsky

discussed the criteria. Work is in progress and Ruslan will report back on this later.	
<p>16. <i>Murmansk hotspots: Send updated S&A reports/documentation about the Murmansk hotspots aiming for fast track exclusion, and statements from Rosprirodnadzor, to SHE.</i></p> <p>S&A reports for M1, M2, M4 and M10 have been received (only in Russian) to Maria and Alexander. The reports will be translated and distributed to SHE.</p>	<p>Murmansk HEG/Igor Konyukhov</p>
<p>17. <i>Ko3-2: Prepare an updated S&A for the waste water part (Ko3-2) of the Mondi hotspot</i></p> <p>Planned to be completed towards the end of 2018. No report has been received this far</p>	<p>Komi/Tatiana Tiupenko</p>
<p>18. <i>Ko6: Prepare a TEC review of the S&A report for Ko6</i></p> <p>Not complete, we may need a report on which to base the establishment of criteria. Either a Nordic team of experts or NEFCO will do it. Special point for next time: invite a consultant to present?</p>	<p>Nordic experts</p>
<p>19. <i>Ko6: Komi will continue developing draft exclusion criteria for Ko6 and send it to SHE</i></p> <p>No draft on Specific Criteria for Ko6 was received so far</p>	<p>Komi/Tatiana Tiupenko</p>
<p>20. <i>Ko8: Consider to hire a consultant to do a TEC review of the S&A report for Ko8</i></p> <p>Henrik commented that this task could be addressed at the next SHE-meeting, in combination with the assignment for Ko1 (see task 3).</p>	<p>NEFCO/Henrik G Forsström</p>
<p>21. <i>Task force on SHE cooperation with BAT Bureau – report back to SHE on possible support activities in cooperation with BAT Bureau</i></p> <p>Åke reported that the work in progress, there are funds available at NEFCO for this work. What now remains is that the Russian side must decide on the detailed design of those supporting activities where the BAT-Bureau should take part, to a large extent reflected within the set of Supporting activities proposed during the Swedish chairmanship.</p>	<p>Åke Mikaelsson</p>

4. Minutes from the SHE#62 Meeting

For recapitulation, the (already approved) minutes from SHE#62 were reviewed once more. No significant reminiscents were found.

5. Up-date from the Russian regions (Alexander Druchinin)

Alexander reported that he had had e-mail correspondence with the Karelia, Komi and Murmansk and thus got the following up-date on their respective hot spots:

Up-date from Arkhangelsk oblast

- A5: During 2013-2017 significant reconstruction actions have been carried out at the plant and an up-dated Screening & Analysis report will be prepared this year.
- A9: The owner has prepared a Screening & Analysis report and also elaborated a rudimentary action plan.

Maria Dianova commented that she will send translated reports on the Arkhangelsk hotspots and indicated that Arkhangelsk probably will propose A5 and A9 to be split into two respective sub-hotspots.

Up-date from the Republic of Karelia

- K7: The Karelian HEG recommends the hot spot to be subject for fast-track exclusion

Up-date from the Komi Republic

- Ko1: The HEG urges that the hot spot should be subject for fast-track exclusion
- Ko3-2: The owner has conducted several reconstruction activities and has up-dated the S&A report
- Ko6: In follow of decisions from the NEFCO board, the planned pre-feasibility study are proceeding, coupled to a study on legal aspects on the solid waste sector

Up-date from Murmansk Oblast

The regional HEG in Murmansk Oblast has prepared up-dated Screening & Analysis reports on four of its remaining hotspots, whereas:

- M1 reports significant enhancements but that further actions (full-track exclusion) are required
- M2 submits two S&A reports, thus proposing to split the hot spot into one part for SO₂ emissions and one for discharges to water. Regarding the first part, significant enhancements during 2007(2012)-2016 are reported, leading to compliance with SO₂ already today (and expected compliance with Russian BAT "ITS12" from 2022), thus urging for fast-track exclusion regarding SO₂. Regarding discharges to water, however, the Murmansk HEG argues for full-track exclusion.
- M4: With reference to the actions implemented, the Murmansk HEG urges for fast-track exclusion
- M10: With reference to non-significant discharges, the Murmansk HEG urges for fast-track exclusion

Alexander also reported that he had not been in touch with the HEG-representatives in Arkhangelsk Oblast or in the Nenets Autonomous Okrug. He also had no information on possible staff changes in the regional HEGs, but will return with a confirmed list of contact persons.

Regarding the report on the Karelian hot spots, Henrik commented that we need to follow up on these and suggested a special item on this at a later meeting.

6. Up-date on the Implementation of the BAT-based permit granting system in the Russian Federation (Ruslan Butovski)

Ruslan briefly explained the key features and recent development regarding the implementation of the BAT-based permit granting system in the Russian Federation, and what connections this could have for SHE.

The Structure and Content of the Russian BREFs

The new law on environmental protection, FZ-219, inter alia prescribing BAT in permit granting of larger enterprises, was adopted in July 2014. An action plan was elaborated for implementing BAT in practice. From 2022 (or 2021), all Russian enterprises must follow the new system but already from 2019 the 300 largest enterprises shall comply with the Russian BAT Reference documents (BREFs) to be developed for 51 defined branches. So far, some 45 BREFs were issued by the Russian BAT Bureau (under the Ministry of Industry and Trade) and some 35 by-laws elaborated by or coordinated by the Ministry of Nature Resources and Environment. The elaboration of the BREFs will finish this year and some of them are available in English.

The Procedure for Integrated Permit Granting (KЭP)

The procedure for Integrated Permit Granting for environmentally hazardous industrial activities took 3 years to elaborate and involved several experts, mostly at the BAT Bureau (today TsÄPP) and the All-Russian Scientific Research Institute for Ecology (“ARSRI Ecologiya”) where Ruslan works. Hopefully, the permit granting procedure will be made into law in the next couple of months. From January 1, 2019, 300 pilot enterprises will have to apply for the Integrated Permit Grant.

It was agreed that Ruslan will send the official list on what companies is included in the pilot program.

The Components of the Procedure (incl. the Plan for Enhanced Environmental Performance)

The draft procedure for permit granting that now is about to be adopted, includes the following key steps:

1. The application for Integrated Environmental Permit (IEP) is submitted to Rosprirodnadzor in paper and electronic format
2. Within 5 days Rosprirodnadzor checks minimal eligibility and sends the letter to applicant. This is the date of registration.
3. Within 5 days the information is published on the website
4. If needed, Rosprirodnadzor requests additional info from the federal authorities (foiv). This may take 60 days.
5. If it is an existing enterprise then the commission under the chairmanship of RPN issues the Integrated Environmental Permit, IEP.
6. The whole process should take not more than 90 days.
7. The IEP is granted for 7 years and may be extended for another 7 years
8. If it is a new enterprise, the application should first pass the procedure of State Expertise. After this, the IEP is issued in 10 days by Rosprirodnadzor.

Cooperation with the Russian BAT Bureau

After the joint meeting between SHE and the BAT Bureau in May 2017 (SHE#58), the involvement of the BAT-Bureau in the SHE work has been continuously discussed and it is highly relevant to engage and/or coordinate with the BAT Bureau in the design and implementation of the Supporting Activities.

During the discussion that followed, it was also concluded that BAT is addressed also in other projects of significance for the SHE work:

- The Arctic Barents (AB) Waste Project, conducted by Finland and addressing BAT in waste management
- The ACAP project “Promotion of decreased pollution into the Arctic Region by introduction of the best available techniques (BAT)”, which addresses BAT in a broad range of branches in the Russian North and includes good components of education and training. For this large project however, the expected PSI funding is pending on the Russian Ministry of Finance and seem not to be solved as quickly as earlier presumed.

- The Swedish-Russian bilateral project (BAT-04) aimed at promotion of the implementation of the BAT-based environmental permit granting addressed under the new legislation.
- The German bilateral BAT-project, addressing permit granting within specific branches: Cement, Plastics and Mining.

It was concluded that much work within these projects should be taken regard to while developing the SHE Supporting Activities, in particular the translations of the Russian BREF documents and some training concepts. Regarding the elaboration of Supporting Activities for education of staff as well as the Supporting Activity on pilot permit granting training, aiming for the formulation of “Specific Criteria”, it is important that the conceptual base is well coordinated between the different projects.

The current BREFs could be found the site of the Russian BAT-Bureau: www.vniismt.ru and www.burondt.ru.

It was agreed that Ruslan will translate the titles of all the BREF into English and send it to SHE.

7. Presentation of the Draft SHE Work Plan for 2018-2019 (Åke Mikaelsson)

Meetings

Åke started this session by briefly describing the aims and nature of the three specific meeting types, presented in the draft Work Programme: 1) Kick-Off meeting, 2) SHE-meetings and 3) HEG-meetings. Åke further put accent on the HEG-meeting, which have the aim to review overall progress in each of the five Russian Barents subjects, discuss the subject’s priorities and to plan for supporting activities, incl. the appointment of its pilot branch and possible pilot plant(s), and prepare for the Ministerial Meeting at the end of each chairmanship period. In connection to this a specific activity “Tour de Barents” was proposed to enable SHE at a rather early stage to conduct HEG-meetings in all or most of the Russian Barents subjects.

The idea of a “Tour de Barents” generated comments on limited resources for SHE to travel all over, but Åke responded that the “Tour” idea by itself is aimed at limiting the travel by concentrating it to one or two occasions and that every person or country does not need to be present at every HEG meeting. Furthermore, HEG-meetings could also be held in connection with Supporting Activities conducted in the regions, such as the Branch Specific Seminars etc. The important thing is to get good and rather quick input from the regions on what priorities they have and what Supporting Activities they are interested in.

Maria Dianova commented that Archangelsk Oblast have expressed an interest in hosting a HEG meeting if they receive response from the last meeting they conducted - without SHE or central authorities - in the end of January 2018. It was agreed that SHE should respond to the letter/questions? from Arkhangelsk as soon as possible.

Outline of the proposed Supporting Activities

Åke continued the presentation of the proposed Work Plan (WP) by outlining the Objectives and main content of the Supporting Activities and while doing this, also referring to the relevant Step of the Hot Spot Exclusion Procedure. As examples on this, Objective 2 is supposed to be fulfilled by implementation of the Activities No1a+b (BAT training for managers and experts, respectively), which is a capacity building preparation for the other activities and Objective 5 is supposed to be fulfilled by Activity No5 (Drafting of Environmental Efficiency Plans) which refers to Step 3 + Step 4 and is based

on a constituent of the proposed Russian permit granting procedure. To summarise, Åke stressed that the Overall objective of the Supporting Activities must be to promote enhanced environmental performance at the hot spots and that ONE very important instrument in doing this is to work in congruence with the current development of Russian Environmental policy, to a large extent materialised by FZ-219 and that ANOTHER ONE is to address the core idea of NEFCO with the elaboration, funding and implementation of environmental action projects and that the Hot Spot Exclusion Procedure is designed for working with both these instruments.

During the discussion issues were raised such as

- the need for SHE to have clear guidelines or recommendations on how criteria and action plans should be elaborated
- the objectives should be framed with a clearer aim to exclude hotspots or reduce pollution, maybe as a portal or umbrella objective
- the objectives should also connect better to the formulations presented in the Swedish chairmanship programme
- the distinction between support activities which the SHE group is responsible for and the support activities which Russian authorities or others are responsible for
- if and how it is relevant for the SHE group and Nordic countries to contribute to the support activities
- that each support activity will be elaborated further before SHE makes a decision on implementation, when appropriate

Regarding the comment that we should make sure that SHE doesn't take over the Russian work process, Ruslan responded that the priorities of course have to be discussed with the regional HEGs but when it comes to training for introduction of the BAT-based permit granting system, this is the responsibility of the Ministry of Industry and Trade. However, the BAT bureau does not have sufficient resources for conducting the relevant training in a pace beneficial for SHE, but have started holding some courses, though not including the Barents region.

Outreach and Communication Activities

Unfortunately, the time for this important sub-topic showed insufficient and has to be better discussed at a later meeting. The draft WP, though was designed so that some of the outreach could be facilitated under the auspices of the Supporting Activities, in particular those conducted in the regions, and some under the direct work of the IBS. One significant feature of the outreach is to highlight the progress in environmental performance and using, inter alia, the orange colour code in the SHE communication. This, in turn address the need for good information from the hot spots on the status and environmental performance (well up-dated Screening & Analysis reports) as well as Action Plans.

8. Possibilities and Requirements for NEFCO Funding of the proposed Supporting Activities (Henrik G Forsström)

Henrik made a comprehensive presentation first in general regarding NEFCO and the Barents Hot Spots Facility (BHSP) and then more specifically regarding the funding requirements for the Supporting Activities. Regarding the Supporting Activities proposed in the SHE WP 2018-2019, Henrik presented the following financial prerequisites:

There are pre-approved allocations from the BHSF for supporting SHE in general and Support Activities in general, that can be used for such supporting projects, activities and other initiatives with short notice provided they are defined and endorsed as such by SHE. This includes also financing for the Adviser at IBS partly for the same purposes. There is also a small facility between BHSF and IBS to facilitate this work financially. However, as the present draft work plan and list of envisaged support activities is quite extensive, it will be necessary to prepare an application for additional allocations from the BHSF already at the next NEFCO Board Meeting in June. NEFCO's board is also the steering group for the BHSF, which means that the decisions are de facto made by the Nordic countries through their representatives on the Board. Being the manager of BHSF and co-ordinator of the Barents work, Henrik is the focal point for all this at NEFCO.

Most of the BHSF funding will go to consultants and other third party executors of the Support Activities, based on NEFCO's guidelines for procurement and other standard procedures. It is envisaged that a structure will be set up involving the County Board of Västerbotten and the Swedish-Karelian Business and Information Centre (SKBIC) in Petrozavodsk to further facilitate the organising and practical implementation of many Support Activities in Russia. For the time being there are supposedly enough funds in BHSF for all projected support activities and other envisaged projects and initiatives during the Swedish chairmanship, but at some point the fund itself may need further replenishment as well.

and from his side proposed the following process for their development: Based on the final SHE WP and the approved indicative list of SHE supporting activities for 2018-2019, NEFCO will establish an internal work plan that will outline the needed financial resources that will then be the basis for applications to the Board for further allocated funding for these supporting activities. It will also outline what additional resources in form of external consultants etc. that will be needed in addition to NEFCO's in-house resources to implement these activities. A support activity as defined on the list with a designated request to NEFCO for funding/support will be considered by NEFCO, with due consideration to the corresponding synopses and in close dialogue with the Chair and any other designated parties. The IBS adviser will also provide key assistance. In most cases the BHSF funding for a specific SA will not require a NEFCO Board or Investment Committee approval, as they will fall under general pre-allocations for SA. However, if there will be cases with a need for such Board approvals, NEFCO will coordinate that process with the Swedish Chair.

NEFCO will then work with SHE and other designated resources to identify suitable consultants, experts or other executors of the SA, and develop appropriate Terms of Reference (ToR) and agreements to be signed and implemented once the due green light from SHE is provided. It is envisaged that while the consultants etc. will report to NEFCO on contractual terms they will also consult and cooperate with SHE on the execution of the SA as stipulated in the ToR. The outcome/reporting of the SA will be outlined in the ToR for the benefit of the hot spot stakeholders (owners, authorities, institutions etc.) concerned, as well as NEFCO and SHE. NEFCO will report regularly to SHE on the general process of development and implementation of SA, as well as on specific SA in accordance with the ToR. NEFCO might also recruit a consultant to assist specifically on this, using BHSF funds.

9. Services of the International Barents Secretariat (Maria Dianova)

Communication and Outreach (the Red-Orange-Yellow-Green labelling) on the Web-page and other means

Maria presented and thoroughly explained the hot spot map and other information as well as the SHE document archive stored at the International Barents Secretariat's web-page: www.barentscooperation.org. The hotspot-map was up-dated with the exclusions decided in Vadsø but the orange colour has to be included in the colour code schemes when the relevant hotspots have entered the Full-Track procedure. News, reports, meeting minutes, tweets and calendar updates are available at the web-page and the SHE-participants are encouraged to report SHE related events to IBS so it can be posted on the website.

During discussion it was concluded that there are TWO COMMUNICATION PLANS, one of the IBS and one of the Swedish Chairmanship. It was agreed that these should be studied and be subject for possible coordination/harmonisation. It was also questioned whether the SHE minutes should be posted on the open or password-protected area.

Meeting Arrangements and Logistics

Maria declared that IBS is ready to support the arrangement of meetings and seminars etc. in the Russian subjects, but stated that she will need at least 3-4 weeks of notice to arrange logistics and enable the hosts to prepare in time.

Translations and Interpretations

Maria declared that IBS can arrange with translation and interpretation services (usually through Boris and Evgeniy in Murmansk) and demonstrated that translated documents e.g. agendas and meeting minutes are available on the website in as well English as in Russian.

It was agreed to continue the routine to have all Minutes and related documents translated and distributed to the HEGs in Russian.

Document Archives

Maria reported that a password-area is prepared to be set up at the IBS web for hotspots with restricted access only to authorised individuals. Maria will get back on this at a later meeting when the password-area is set up.

10. Discussion and Refined Design of Support Activities (jointly)

The discussion on this topic, incl. Questions and Explanations, Overall Approach of the WP, refined outline of specific Supporting Activities continued during the afternoon of Day 1, and is to a large extent covered under agenda item 7.

It was agreed that Åke should refine the draft objectives and 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 in order to enable commenting. Based on these, NEFCO could elaborate further for the respective consultant assignment etc. needed to contract and implement the respective Supporting Activity, based on requests from SHE.

It was decided to add to the list of supporting activities "Organisation of waste related seminars, workshops and study tours". This will include e.g. the Finnish-Russian cooperation project AB Waste

seminars and study tour. Connections from AB Waste to other waste-related activities within the Barents regions are welcomed.

11. Decisions on Further Development of the Supporting Activities

Decide which of the proposed Supporting Activities to develop further, by whom and till when

Based on the discussions under agenda items 7 and 10 above, it was concluded that the Supporting Activities No1a - BAT Training for Managers and No1b - BAT Training for Experts (see Appendix B to the Draft WP) should be developed first, aiming at implementation start during spring 2018. It was decided that Ruslan should be responsible for the conception of Supporting Activities No1a and No1b, incl. one training module for education and one module for pilot permit granting and that this needs to be made in close cooperation with the relevant experts at as well the MNRE RF as at the Russian BAT Bureau.

Decision on the first Mandate/Assignment to NEFCO regarding Supporting Activities

Since the general list of proposed Supporting Activities and the corresponding synopses were not completed at the time for this meeting, the decision on a general mandate to NEFCO to conduct or assign the further development of the synopses into complete Supporting Activity assignments has to be granted at a later meeting.

12. Closing of the First Days' Session

As a summary of the first day's session, the Chair was requested to update the draft Work Plan with comments from Finland and Norway, put the SHE Activities and the Supporting Activities in two separate appendices and to better reflect the priorities from the Swedish Chairmanship leaflet. These updates were presented early Day 2, while the further tasks had to be executed till the next SHE meeting (see 14). The use of track changes was encouraged to make the review process more efficient.

13. Detailed Planning of Meetings and Other Activities

The general possibilities and prerequisites for distance meetings (telephone and video) were discussed and it was concluded that telephone meetings still remain the best option for conducting the distant SHE meetings.

Due to lack of time, the detailed planning of Communication Activities, HEG-, SHE- and WGE Meetings had to be postponed to a later meeting.

14. Decisions on organisational issues

It was decided that:

- SHE discussed the indicative list of SHE Supporting Activities as presented in Appendix B of the Draft v0.2 of the SHE Work Plan, but expects each activity to be better clarified with expected results, responsibilities and timing etc.
- SHE assigns Ruslan - in close cooperation with relevant experts at the MNRE RF and at the Russian BAT Bureau - to be responsible for the conception of Supporting Activities No1a and No1b, incl. one training module for education and one module for pilot permit granting, with the intention to carry out first training during May-June 2018.
- the routine to provide bilingual material for the SHE meetings, requiring inter alia translation of Minutes and related appendices into Russian, shall continue and be executed under the IBS.

- IBS takes care of the documentation archive

15. Date and Topics for the Next Meeting

It was agreed that the next meeting, SHE#64, takes place on **Friday the 27th of April 2018 at 9.00 CET/10.00 Suomen aikka/11.00 Moscow time**. The meeting time is estimated to 2 hours.

Among the agenda items, the following issues were addressed:

- Adopt the final SHE Work Plan 2018-2019
- Review the first response from HEGs
- Settle some of the HEG meetings
- Adopt the refined list of Supporting Activities
- Decide on further design and implementation of Supporting Activities No1a and No1b
- Planning of Outreach and Communication

16. 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 (i-vii, with previous tasks 10 and 16 excluded), the following tasks were distributed:

Task	Responsible	Deadline
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.	Henrik	23 rd of April
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	Ruslan	tbd*
iii. Ko3-2: Prepare an updated S&A for the waste water part (Ko3-2) at Mondi	Komi/ Tatiana Tiupenko	tbd*
iv. Ko6: Prepare a TEC review of the S&A report for Ko6	Nordic experts	tbd*
v. Ko6: Develop draft exclusion criteria for Ko6 and send it to SHE	Komi/Tatiana Tiupenko	tbd*
vi. <i>Ko8: Send out a request to the Nordic countries for experts that can make a TEC review of hotspot Ko8 coal mining waste.</i>	Hanne Aronsen	
vii. Ko8: Consider to hire a consultant to do a TEC review of the S&A report for Ko8 if the Nordic experts can't make a sufficient review	NEFCO/Henrik	23 rd of April
viii. Report back to SHE on possible support activities in cooperation with the BAT Bureau	Åke, Henrik, Maria	27 th of April
ix. 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.	Åke	9 th of April
x. Refine the Supporting Activities and transfer them from the PowerPoint file used at the meeting into a more comprehensive Word file, with 1-page synopses for each Supporting Activity, defining expected results, responsibilities and timing etc.	Åke	9 th of April

xi. Up-date and develop the Time Plan to illustrate both Supporting Activities and explicit SHE routine activities	Åke	9 th of April
xii. Review the up-dated draft to the Work Plan, Synopsises to Supporting Activities and the Time Plan	SHE	23 rd of April
xiii. Give response to the Arkhangelsk HEG to their meeting from 1 st of February 2018	SHE	23 rd of April
xiv. Provide translations of the updated Screening & Analysis reports from the Murmansk HEG regarding M1, M2, M4 and M10.	Maria	9 th of April
xv. Review the updated Screening & Analysis reports from the Murmansk HEG regarding M1, M2, M4 and M10	SHE	23 rd of April
xvi. Give feed-back to K7 regarding their response to SHE's comments to the S&A report	SHE	23 rd of April
xvii. Draft a letter to the HEGs regarding priorities, Supporting Activities, HEG-meetings, participation in education activities etc	Åke + SHE	23 rd of April
xviii. Clarify whether Mr Martynenkov at the central Rosprirodnadzor should remain in the SHE group or if he should be replaced by anybody else	Alexander	9 th of April
xix. Send an up-dated list with regional representatives to SHE	Maria	9 th of April
xx. Refine the Specific Criteria Guidelines	SHE	tbd*
xxi. Report on relevant other projects for SHE to relate to	SHE	tbd*
xxii. Send the link to BAT-bureau's web-page, in particular for the Russian BREFs in English	Ruslan	9 th of April
xxiii. Send list with all Russian BREFs to SHE, with all titles in English	Ruslan	9 th of April
xxiv. Send the List to SHE with the 300 enterprises prioritized for BAT	Ruslan	9 th of April
xxv. Describe New Economic Steering Instruments on Pollution	Ruslan	Tbd*
xxvi. Send the password to the SHE-protected pages (password area) to SHE	Maria	tbd* (when ready)
xxvii. Check with FI regarding WS on Mining in Arctic + WS on Environment and BC in Murmansk on 24-25 April 2018	Maria	9 th of April

**tbd = "to be determined" at a later meeting, depending, inter alia on the general development of the work such as the development of Supporting Activities and.*

17. Any Other Business

No other businesses were discussed

18. Closure of the Meeting

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