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WORKING GROUP ON ENVIRONMENT

**Barents Euro-Arctic Council (BEAC)
Working Group on Environment
Swedish Chairmanship 2010-2011**

Adopted version

Work Programme Subgroup for Hot Spot Exclusion



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0. LIST OF ABBREVIATIONS

- AFA: Assigned Federal Authority¹ = the Federal Russian Authority which the Ministry of Nature Resources and Ecology of the Russian Federation assigns to initiate the procedure (Steps 1,2 and 3) of exclusion of a particular hotspot
- AA: Addressed Authority¹, = the federal or subject level authority found addressed for the exclusion of a particular hotspot to conduct the Steps 4,5 and 6 of the exclusion procedure as defined in the TF Final Report.
- BEAC: The Barents Euro Arctic Council
- BEAC WGE: The Working Group on Environment, one of the organs under BEAC
- SHE: The Subgroup on "Hot Spots" Exclusion, appointed at the BEAC WGE meeting in Kiruna on April 21, 2010 in follow of the recommendations of the Declaration of the Ministers of Environment at the BEAC WGE Meeting in Tromsø on February 17th, 2010.
- TF: The Ad hoc Task Force on Elaboration of Procedures and Criteria for Exclusion of Barents Environmental "Hot Spots"

¹ Term referring to the exclusion procedure proposed by the Ad hoc Task Force on Elaboration of Procedures and Criteria for Exclusion of Barents Environmental "Hot Spots" in their Final Report to the Ministers on February 17th, 2010.

1. INTRODUCTION

The temporary Subgroup on "Hot Spots" Exclusion (SHE) of the Barents Euro-Arctic Council's Working Group on Environment (BEAC WGE) was established in 2010 and serves as the central driving force and co-ordinator in the work to launch adequate action projects aimed at the exclusion of the 42 Barents Euro Arctic "Hot Spots" List from 2003 (the List). The operative work for exclusion of the environmental "Hot Spots" from the List requires thorough effort from regional authorities and other stakeholders.

The Work Programme guides the efforts of the SHE in facilitating the exclusion of environmental "Hot Spots" from the List in accordance with the groups mandate and the Criteria and Procedures described in the Final Report to the Ministers of Environment, adopted in Tromsø on 17th of February, 2010, during the Swedish chairmanship of the Working Group on Environment during 2010-2011.

2. BACKGROUND

HOTSPOT HISTORY

The Barents Environmental "Hot Spots" List was prepared on behalf of the BEAC by a joint AMAP/Russian Expert Group in 2003 as an update of a study on Barents Environmental "Hot Spots" originally compiled on behalf of the Nordic countries in 1995. The List is an integral part of the NEFCO/AMAP Report "Updating of Environmental "Hot Spots" List in the Russian Part of the Barents Region", published by the AMAP Secretariat in Oslo in 2003. The studies compiled data on essential environmental problems in the Russian part of the Barents region.

The List consists of 42 "hot spots" representing what was at the time considered the most urgent areas of concern related to pollution sources in the Russian Barents region, along with proposals for 52 investment projects aimed on mitigation of the negative environmental impact.

After the establishment of the Barents Environmental "Hot Spots" list, some progress was made at some of the "Hot Spots". Since there was no formally defined procedure for exclusion of the "Hot Spots" or criteria for when a hotspot could be regarded no longer a hotspot, there was a need to define such criteria and procedures.

MINISTER'S CALL FOR DEDICATED ACTIONS TOWARDS EXCLUSION

In 2007 the Ministers behind the Barents Euro-Arctic Council (BEAC) called for dedicated actions to be initiated by the year 2013 at the latest towards the final exclusion of all defined "hot spots" on the List. At the eighth meeting of the Ministers of Environment of the BEAC in Moscow in November 2007, the Ministers endorsed the establishment of an Ad-hoc Task Force (TF) on Elaboration of Procedures and Criteria on Excluding "Hot Spots" from the List.

The TF which operated from 2008 till February 2010, was comprised by appointed representatives from Finland, Norway, Russia and Sweden and was chaired by NEFCO. At the Ministerial Meeting in Tromsø on the 17th of February 2010, the TF presented its Final Report with Criteria and Procedures for exclusion of the Barents environmental "hot spots". The Final Report was adopted and the Ministers recommended the TF to continue its work as a temporary Subgroup to the BEAC WGE to facilitate the process of excluding the "hot spots" from the list in line with the proposed Criteria and Procedures² until the next ministerial meeting.

² Final Report to the Ministers, Ad-hoc Task Force on Elaboration of the Barents Environmental "Hot Spots", Tromsø 17th February 2010.

3. MANDATE AND DECLARATION

MANDATE

The temporary Subgroup on "Hot Spots" Exclusion, SHE, was established in follow of the 2010 Ministerial Declaration³ according to which it was given the mandate from the Barents Environment Ministers, in the period towards the next ministerial meeting, to Facilitate the process of exclusion of the Barents Environmental "Hot Spots" in accordance with the Criteria & Procedures described in the Task Force Report.

The Ministers acknowledged the need to prioritize and initially focus on certain "Hot Spots" in order to ensure tangible results, and therefore also encouraged further efforts to:

Explore possibilities to develop and implement projects together with the Subgroup on Cleaner Production and Environmentally Sound Consumption (CPESC Subgroup) as well as with the NEFCO Barents Hot Spot Facility (BHSF),

Strengthen and build on the work of existing regional working groups on "hot spots" in the republics of Komi, Karelia and in Murmansk Oblast and Nenets Autonomous District,

Explore possibilities for synergies with the work carried out in the Arctic Council, including its Project Support Instrument and NPA Arctic, and other sources of financing,

Rise awareness about the Barents Environmental "hot spots",

Safeguard the development of an information system about the Barents Environmental "hot spots" list as part of the Barents Euro Arctic Councils web site by the end of 2010.

Review the criteria and procedure for hot spot exclusion before the 2011 Ministerial meeting.

DECLARATION

According to the Tromsø Declaration from 17th of February 2010, *the Environment Ministers*

9. *recalled* that the Barents environmental "hot spots" listed in 2003 were considered the most urgent areas of concern related to pollution in the Barents region and *noted with appreciation* the co-operative efforts made to reach the target agreed in 2003 to launch investment project in all "hot spots" within 10 years;

10. *noted with appreciation* that 50 sector studies, defined project development measures or actual implementation of key projects have been approved for funding by the Barents Hot Spots Facility managed by The Nordic Environment Finance Corporation (NEFCO);

11. *welcomed* the report of the Ad-Hoc Task Force on elaboration of criteria and procedures for excluding Barents environmental "hot spots" from the list, *supported* the method of work presented in the report and *underlined* the important role of Russian authorities in the process of excluding "hot spots" from the list;

12. *recommended* that the ad hoc task force should continue in the capacity of a temporary subgroup under the Working Group on Environment, co-chaired by Russia and the Presidency and in close co-operation with regional representatives, with the mandate to facilitate the process of excluding "hot spots" from the list in line with the proposed criteria and procedure until the next ministerial meeting;

13. *called for* the Working Group on Environment to oversee the work, as outlined in the report on elaboration of procedures and criteria for excluding hot spots and give necessary guidance, and to the next ministerial meeting assess progress made and consider to revise the hot spot list, excluding the "hot spots" that fulfil the criteria, and present it to Ministers;

³ Barents Euro-Arctic Council, Ninth meeting of the Ministers of the Environment, 17th february 2010, Tromsø, Norway.

14. acknowledging the need to prioritise and initially focus on certain hot spots in order to achieve tangible results, *encouraged* further efforts to:

- explore possibilities for projects together with the sub-group on cleaner production and environmentally sustainable consumption;
- strengthen and build on the work of existing regional working groups on "hot spots" in the Republics of Komi, Karelia and in Murmansk Oblast and encourage the development of analogous working groups in Arkhangelsk Oblast and Nenets Autonomous District;
- make use of the NEFCO Barents Hot Spot Facility in the work on exclusion, and explore possibilities for synergies with the work carried out in the Arctic Council, including its Project Support Instrument, and NPA Arctic, and other sources of financing;

15. *underlined* the need for raising the awareness about the Barents Environmental "hot spots" and *called for* the development of an information system about the Barents Environmental "hot spots" list as part of the Barents Euro-Arctic Council's web site by the end of 2010.

4. OBJECTIVES AND INTERNATIONAL FRAMEWORK

Even though the objectives for the work of SHE can only be established for a two year period, long and medium term objectives reaching beyond this period have to be formulated in order to point out the direction for the work of the subgroup.

Long term objective is the final exclusion of all the 42 "hot spots" from the List in accordance with the agreed criteria and procedures⁴. In follow of the Ministerial declarations from 2003 and 2007, *Medium term objective* is that appropriate actions and investment projects are or have been launched at all 42 "hot spots" and effectively operated towards exclusion according to agreed criteria and procedures at the latest by 2013.

SUBGROUP OBJECTIVES

Recognising the Long term and the Medium term objectives as formulated above and based on its Mandate as formulated in section 3, SHE identifies the following objectives for its work till the next BEAC WGE Ministerial Meeting:

SHE Overall Objective is that the Exclusion procedure with all its staff and stakeholders is effectively operative in all five federation subjects and that relevant actions or projects have been or are likely to be launched for all the 42 "Hot Spots" by 2013.

SHE Short term Objectives:

- O1 - A well functioning and operative procedure of exclusion of the Barents Environmental "Hot Spots" from the List
- O2 - Regional "Hot Spots" groups with clear mandates and resources have been established and are effectively operating towards "Hot Spots" exclusion in all five Federation Subjects in the Russian part of Barents
- O3 - Raised awareness about the Barents Environmental "Hot Spots" and work on their exclusion from the list among relevant authorities, institutions, business organisations and the population in all five Federation Subjects in the Russian part of Barents as well as on central level in Russia and in the Nordic countries.
- O4 - Productive co-operation and synergies with other institutions within the Barents and Arctic Council co-operations, incl. the BEAC WGE Subgroup on Cleaner Production and Environmentally Sound Consumption (CPESC Subgroup), NEFCO:s Barents "Hot Spots" Facility (BHSF), Arctic Contaminants Action Programme (ACAP), Arctic Monitoring and

⁴ Final Report to the Ministers, Ad-hoc Task Force on Elaboration of the Barents Environmental "Hot Spots", Tromsø 17th February 2010

Assessment Programme (AMAP), the Project Support Instrument (PSI) and NPA Arctic, and other sources of financing,

- O5 – A well functioning information system about the Barents Environmental "Hot Spots" as part of the Barents Euro Arctic Councils web site where the status of the "Hot Spots" is reflected as well as the actions taken, planned and the progress towards exclusion according to the agreed "Criteria and Procedure".
- O6 – Reviewed and, if found necessary, revised "Criteria and Procedure".

However, in order to get quickly and appropriately started, the following objectives are formulated for the work in 2010-2011

SHE Overall Objective for 2010-2011 is to have a good overview of all the "Hot Spots", have the procedure operative in all five Federation Subjects (incl. possible revisions) and to have the first "Hot Spots" ready for exclusion.

SHE Operational Objectives for 2010-2011 is that:

- a) the Initiation of Procedure (Step 1 of the agreed Procedure) is in full progress for all 42 "Hot Spots" by 2010;
- b) the Screening and Analysis (Step 2 of the agreed Procedure) has been completed for at least two "Hot Spots" in each of the five Federation Subjects in the Russian part of Barents by 2011;
- c) regional "Hot Spots" exclusion groups have been established in all five Federation Subjects in the Russian part of Barents by 2010,
- d) Applications for Exclusion (Step 7 of the agreed Procedure) has been submitted for at least one or two of the 42 "Hot Spots" by 2010.

NATIONAL AND INTERNATIONAL FRAMEWORK

SHE, aims at a well functioning, operative process of exclusion of the Barents Environmental "Hot Spots" from the List, showing evidence of significant enhancement of environmental performance, promoting cost-effectiveness and legal transparency and making probable that the overall objective of appropriate actions and investment project at all 42 "Hot Spots" is likely to achieve by 2013.

As stated in the TF Final Report to the Ministers, the exclusion process entirely is carried out on Russian territory and thus is subject to existing environmental legislation and regulation system of the Russian Federation.

5. METHODS AND PREREQUISITES FOR THE SUBGROUP'S WORK

ROLES AND APPROACHES

A key method for the work of SHE is to keep a facilitating role in the exclusion procedure, which the subgroup understands as to promote and support as well the establishment of the regional "Hot Spots" groups as their current work, but also to play the role of a body of demand expecting progress, however always recognising the fact that primarily Minpriroda RF and thereafter the Assigned Federal Agency (AFA) and the Appointed Authority (AA) have the main responsibility for the "Hot Spots" and that the subgroup should identify and enforce appropriate ways of supporting also them in this work.

Another method is to co-ordinate and seek co-operation with other groups in the Barents co-operation, in particular the Subgroup on Cleaner Production and Environmentally Sound Consumption (CPESC Subgroup) and NEFCO's Barents "Hot Spots" Facility (BHSF) but also the Arctic Council and its financial mechanisms such as the Arctic Council Project Support Instrument (PSI) and NPA Arctic.

METHODS OF WORK

Important principles for conducting the joint work in the SHE are presented below:

- A)** SHE will have minimum 2 meetings every year, preferably back to back with the WGE meetings,
- B)** SHE should work by consensus and all decisions made be reflected in the protocol from the meetings,
- C)** SHE should develop and agree on a work plan for the period 2010-2011, The Work plan is expressed in this Work Programme and may be revised during operation.
- D)** All documents from SHE should, if not otherwise decided, be posted on the BEAC webpage to secure availability and transparency,
- E)** Participation in SHE is open to federal and regional authorities in the Barents Region. Finland, Norway, Russia and Sweden should have appointed members to the subgroup. Representatives from indigenous peoples organizations and other relevant organizations, including NGOs and institutions may participate as observers in SHE.
- F)** The chairmanship of SHE will be split between the chairmanship of BEAC and Russia,
- G)** Reports and recommendations from SHE will be submitted to the WGE for approval.

RESOURCES AND FINANCING

The work conducted within the frames of SHE by necessity will require appropriate allocation of resources, both from the participants in SHE for conducting the work and for supporting actions (meetings, seminars, support and advisory role to the implementation of the Procedure) required for the facilitation. Resources for preparation and implementation of concrete action projects at the "Hot Spots" will require efforts from both "Hot Spots" Owners" and Russian Authorities. SHE will assist in the work to identify additional funding sources and prepare such projects. The funds though have to be allocated separately and be connected to the projects supposed to be formulated in terms of the Procedure.

6. WORK PLAN AND SCHEDULE

The work plan describes the activities required for fulfilling the strategic issues outlined above. When determining the priority of the activities and possible support projects, the mandate of SHE has been considered. In follow of this, the Criteria and Procedures elaborated in the Task Force Report are central to the work of SHE. Based on this, the following strategic priorities are considered:

PRIORITIES

- It is deemed important to get started quickly and to get an overview of the status of all the "Hot Spots" in order to prioritise further efforts aimed at exclusion according to the procedure.
- It is also deemed important to identify and put into operation appropriate "Hot Spots" groups at regional level, consisting of the Addressed Authorities (i.e. both the territorial representation of the Assigned Federal Authority and the relevant subject level authority).
- In order to verify and, if necessary adjust, the procedure it is further deemed important to let the regional groups identify and start working with a prioritised set of "Hot Spots" in their respective region.
- In order to enable evident results on an early stage, it is furthermore deemed important to identify and promote those "Hot Spots" where significant measures already have been taken or where the situation in other way has developed so that they may be close to exclusion.

ACTIVITIES, SCHEDULE AND PRIORITY PROJECTS

Based on this, the Subgroup on "Hot Spots" Exclusion, SHE will first prioritise the Initiation of the Procedure and the Screening & Analysis (Steps 1 and 2 of the Procedure), then focus its efforts on the regional "Hot Spots" groups and support them in their operational work with the following steps of the Procedure.

To achieve the operative objectives set for 2010, it is important first to determine the Assigned Federal Authority (AFA) for each of the 42 "Hot Spots", then to get started with the Screening and Analysis of all of them at preliminary level, enabling a prioritisation of their status and feasibility for exclusion. The "Hot Spots" deemed possible for fast track exclusion or likely to have far developed action plans already, shall be prioritised.

Activities and Schedule

The activities conducted under the auspices of SHE will engage both the subgroup itself but also to an increasing extent the regional "Hot Spots" groups that in the beginning of the mandate period are not finally defined. The activities can be divided into three major categories (See Annex 2):

Activities related to Objective 1 (Procedure) and Objective 2 (Regional Groups)

- (P) Procedure linked activities– Activities P1-P7 are aimed at initiating or supporting the different steps of the exclusion Procedure adopted by the Ministerial Meeting in Tromsø. These activities by necessity have to be carried out basically by the Russian authorities at regional level (Appointed Authorities) together with the hotspot owners and other relevant bodies, but will require attention also from SHE in its facilitating role.
- (V) Visit activities– the Subgroup's visits to the regional "Hot Spots" groups are planned to be conducted twice during the period 2010-2011. These visits are regarded important both to establish good contact with the regional "Hot Spots" groups, to get a good understanding for the local prerequisites and also to support and monitor the progress of the different "Hot Spots".

Activities related to Objective 3 (Raised Awareness)

- (A) Awareness activities– SHE(A1) drafts a communication and outreach plan with a strategy for how to rise awareness and (A2) keeps the information system updated and relevant

Activities related to Objective 4 (Co-operation & Synergies)

- (S) Synergy activities– (S1) The chairs of SHE will as soon as possible initiate discussions with the chair of the CPESC subgroup on possibilities for joint projects, (S2) Agreed joint projects will be amended to the work program of the two groups. (S3) SHE asks NEFCO to explain the procedures of the BHSF and CPF (how they work, who can apply how, when etc) to enable a common understanding of it within SHE. (S4) SHE Invites NEFCO to seminars held with the regional groups and stakeholders to explain how BHSF could be used by the regional groups and other involved stakeholders. (S5) To post procedures for application, contacts etc, at the HotSpot information website which is to be established, (S6) draft a short report which explores possibilities for synergies with the Arctic Council, NPA Arctic and other groups which might be relevant to cooperate with.

Activities related to Objective 5 (Information System)

- (I) Information activities– SHE (I1) finalises the ToR for the information system and (I2) Assigns NEFCO to hire a consultant based on the ToR.

Activities related to Objective 6 (Review)

- (R) Review of Criteria & Procedure - SHE (R1) drafts a process, including criteria for the Review, (R2) performs the review and (R3) presents it to the 2011 ministerial meeting of BEAC WGE.

Activities related to all Objectives

- (M) Meeting activities– When possible these meetings of SHE are held in connection with the BEAC WGE Meeting, some time also as telephone meetings, but physical meetings will be required! During the meetings the progress of all activities (P,V,A, S, I, R and M will be on

the agenda as well as the planning and task distribution for further promotion of the procedure and other tasks. All in all some 10 meetings are presumed (M1 – M10).

Priority projects

Projects conducted under the auspices of SHE, basically may be divided into the following categories:

- Support projects in the Screening and Analysis (Step 2)
- Support projects in Drafting of Action Plans (Step 4)
- Support projects related to the Implementation of Action Plans (Step 6)

More detailed descriptions of the priority projects may be developed during the implementation of the Work Programme and will be specified in its revised versions in connection with the coming BEAC WGE Meetings.

It is noted that the SHE Work Programme - and in particular its Appendix 2 - will be subject to continuous changes, updates and corrections. The SHE group also sees a need to more precisely define roles and tasks related to the Hot Spot Information System and will review the WP as necessary before the first WGE Meeting in 2011.

7. MEMBERS AND OBSERVERS

Members

The following persons are permanent members of the Subgroup on "Hot Spots" Exclusion, SHE.

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Observers

The following organizations are permanent observers to the SHE subgroup:

Henrik G Forsström (NEFCO)

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APPENDICES

APPENDIX 1: AD HOC TASK FORCE'S REPORT TO THE MINISTERS OF ENVIRONMENT

APPENDIX 2: ACTIVITIES OF SHE AND THE REGIONAL "HOT SPOTS" GROUPS

APPENDIX 3: LIST OF REGIONAL "HOT SPOTS" GROUPS

Members of the hotspot group in Murmansk Oblast

Members of the hotspot group in Arkhangelsk Oblast

Members of the hotspot group in Nenets Autonomous Okrug

Members of the hotspot group in The Republic of Karelia

Members of the hotspot group in The Komi Republic

APPENDIX 4: LIST OF PRIORITISED "HOT SPOTS"

APPENDIX 5: LIST OF SUPPORT PROJECTS

APPENDIX 2: ACTIVITIES OF SHE AND THE REGIONAL "HOT SPOTS" GROUPS

A chronological and timed list on main activities within SHE is described below.

Activity	Responsible organisation	End Date	Output/ Indicator
M1. Subgroup's Constitutional Meeting (in connection with BEAC WGE in Kiruna). Detailed planning of work, adoption of Work Programme.	SHE	April 2010	Minutes WP adopted.
P1a. Appointment of "Assigned Federal Authority/ies" (AFA)	Minpriroda RF	June 2010	Name of authority
P1b. Alerting Request sent to AFA to start reviewing the 42 "Hot Spots" and determining the responsibilities for them (Federal or Subject level).	Minpriroda RF	June 2010	Addressed request
P1c. Alerting request to the Subject level authorities to report the <i>current assessment</i> of the respective "Hot Spots" in their Federation Subject, <i>actions carried out</i> and what <i>plans and priorities</i> Subject level authorities have for them at the moment.	Minpriroda RF	Oct 2010	Report from Subject level to AFA and SHE
P2a AFA's initiation of the Screening and Analysis (Step 2) at a number of primarily selected "Hot Spots" in each Federation Subject.	Minpriroda & Regional groups (AFA)	Oct 2010	List of Assignments
S1. The chairs of SHE discuss with the chair of the CPESC subgroup on possibilities for joint projects	SHE	Nov 2010	Minutes
M2. Subgroup's preliminary review of the outcome from Step 1 with guiding comments to AFA. <ul style="list-style-type: none"> Drafting of Appendix 3 (Regional HS Groups) Drafting of Appendix 4 (Prioritised Hot Spots) 	SHE	Nov 2010	Minutes List of Regional Groups (App3) List of Priorities (App4)
V1a. Subgroup's first visits to the regional "Hot Spots" group in Petrozavodsk, Syktyvkhar	RUSSIA and SWEDEN +....	Nov 2010	Mission report assessing pace
V1b. Subgroup's first visits to the regional "Hot Spots" group in Murmansk, Arkhangelsk, Naryan-Mar	RUSSIA and SWEDEN +....	Dec 2010	Mission report assessing pace
S2. Agreed joint projects added to work programs of the SHE- and CPESC subgroups.	RUSSIA and SWEDEN +....	Dec 2010	Revised WP (v2)
A1. Drafting of a communication and outreach plan with a strategy for how to rise awareness	RUSSIA and SWEDEN +....	Dec 2010	Communication & Outreach Plan v1
P2b AFA's 1st report from the Screening and Analysis (Step 2) of the primarily selected "Hot Spots"	Regional groups (AFA)	Dec 2010	AFA's 1st Screening Rpt
M3. Subgroup's preliminary review of the outcome from Step 2 with guiding comments to AFA. <ul style="list-style-type: none"> Adoption of Appendix 3 (Regional HS Groups) Adoption of Appendix 4 (Prioritised Hot Spots) Response to Regional HS Groups Revised WP Communication Plan 	SHE	Dec 2010	Minutes Comments to AFA Report to WGE

P2c AFA's continued Screening and Analysis of the primarily selected "Hot Spots".	Regional groups (AFA)	Dec 2010	Confirmation from AFA
P2d AFA's 2nd report from the Screening and Analysis (Step 2) of the primarily selected "Hot Spots".	Regional groups (AFA)	Dec 2010	AFA's 2nd Screening Report incl. Analysis
P3a AFA starts implementing Step 3 of the Procedure (Determination of hotspot specific criteria) for the primarily selected "Hot Spots".	Regional groups (AFA)	Dec 2010	Proposal on Specific Criteria
M4. Subgroup's secondary review of the outcome from Step 2 with guiding comments to AFA. <ul style="list-style-type: none"> • Comments on the Specific Criteria Proposed • First Analysis and prioritisation among the primarily selected "Hot Spots" • Assess possibilities for Fast track Exclusion 	SHE	Dec 2010	Minutes Comments to AFA Report to WGE
P3b AFA submits Hotspot specific criteria to the Project Owners of the primarily selected "Hot Spots".	Regional groups (AFA)	Dec 2010	Submission of Specific Criteria
P4a The Addressed Authority (AA) induces the implementation of Step 4 of the Procedure (Drafting of Action Plan) for primarily selected "Hot Spots"	Regional groups (AA)	Dec 2010	Confirmation from AA
I1. Completion of ToR for the information system	SHE	Dec 2010	ToR
I2. Assign NEFCO to hire a consultant for the information system	SHE	Dec 2011	Assignment
S3. SHE asks NEFCO to explain procedures of BHSF and CPF (how they work, who can apply how, when etc)	SHE	Jan 2011	Minutes
R1. Draft a process for reviewing the Criteria & Procedure for Hot Spots Exclusion	SHE	Jan 2011	Procedure for review
M5 Subgroup's Follow-up Meeting on Progress. <ul style="list-style-type: none"> • Comments to Proposed Action Plans • Fast Track Exclusions? • Support Projects? • Adjustment of Procedure? 	SHE	Feb 2011	Minutes Comments to AFA and AA Report to WGE
P4b The Addressed Authority (AA) supports the implementation of Step 4 of the Procedure (Drafting of Action Plan) for the primarily selected "Hot Spots"	Regional groups (AA)	Jan 2011 June 2011	Report from AA
P5a. AA Approves Action Plans among the primarily selected "Hot Spots".	Regional groups (AA)	Jan 2011 June 2011	Approval Decisions
P6a. AA Supports the Implementation of Action Plans among the primarily selected "Hot Spots".	Regional groups (AA)	Jan 2011 Dec 2011	Brief Reports
P2e AFA's initiation of the Screening and Analysis (Step 2) at a number of secondarily selected "Hot Spots" in each Federation Subject.	Regional groups (AFA)	Jan 2011 June 2011	List of Assignments
A2a. Follow-up and up-dating of the communication and outreach plan	RUSSIA and SWEDEN +....	April 2010	Communication & Outreach Plan v2

M6 Subgroup's Follow-up Meeting on Progress. <ul style="list-style-type: none"> • Comments on the Specific Criteria Proposed (1st) • Comments to Proposed Action Plans (1st) • Yellowfications? (1st) • Fast Track Exclusions? (1st & 2nd) • Support Projects? (1st & 2nd) • Adjustment of Procedure? 	SHE	April 2011	Minutes Comments to AFA and AA Report to WGE
P2f AFA's 1st report from the Screening and Analysis (Step 2) of the secondarily selected "Hot Spots"	Regional groups (AFA)	June 2011	AFA's 1st Screening Report
V2a. Subgroup's second visit to the regional "Hot Spots" groups in Murmansk, Arkhangelsk, Naryan-Mar	RUSSIA and SWEDEN +....	June 2011	Mission report assessing pace
S4a. SHE Invites NEFCO to seminars held with the regional groups and stakeholders to explain how BHSF could be used by the regional groups and other involved stakeholders.	SHE	Feb 2011	Seminar
V2b. Subgroup's second visit to the regional "Hot Spots" groups in Petrozavodsk, Syktyvkhar	RUSSIA and SWEDEN +....	Sept 2011	Mission report assessing pace
S4b. SHE Invites NEFCO to seminars held with the regional groups and stakeholders to explain how BHSF could be used by the regional groups and other involved stakeholders.	SHE	Feb 2011	Seminar
S5. To post procedures for application, contacts etc, at the HotSpot information website which is to be established	SHE	April 2011	Web-site
S6. Drafting of a short report exploring possibilities for synergies with the Arctic Council, NPA Arctic and other groups of relevance to cooperate with.	SHE	April 2011	Report on Barents-Arctic Synergies
R2. Review of the Criteria & Procedure for Hot Spots Exclusion	SHE	May 2011	Report
M7 Subgroup's Follow-up Meeting on Progress. <ul style="list-style-type: none"> • First Analysis and prioritisation among the secondarily selected "Hot Spots" (2nd) • Comments on the Specific Criteria Proposed (1st) • Comments to Proposed Action Plans (1st) • Yellowfications? (1st) • Fast Track Exclusions? (1st & 2nd) • Support Projects? (1st & 2nd) • Adjustment of Procedure? 	SHE	Sept 2011	Minutes Comments to AFA and AA Report to WGE
P2g AFA's continued Screening and Analysis of the secondarily selected "Hot Spots".	Regional groups (AFA)	Sept 2011 Dec 2011	Confirmation from AFA
P2h AFA's 2nd report from the Screening and Analysis (Step 2) of the secondarily selected "Hot Spots".	Regional groups (AFA)	Oct 2011	AFA's 2nd Screening Report incl. Analysis
P3c AFA starts implementing Step 3 of the Procedure (Determination of hotspot specific criteria) for the secondarily selected "Hot Spots".	Regional groups (AFA)	Oct 2011	Proposal on Specific Criteria

A2b. Follow-up and up-dating of the communication and outreach plan	RUSSIA and SWEDEN +....	Dec 2010	Communication & Outreach Plan v3
M8 Subgroup's Follow-up Meeting on Progress. <ul style="list-style-type: none"> • Comments on the Specific Criteria Proposed (2nd) • Comments to Proposed Action Plans (1st & 2nd) • Yellowfications? (1st) • Fast Track Exclusions? (1st & 2nd) • Support Projects? (1st & 2nd) • Adjustment of Procedure? 	SHE	Oct 2011	Minutes Comments to AFA and AA Report to WGE
P3d AFA submits Hotspot specific criteria to the Project Owners of the secondarily selected "Hot Spots".	Regional groups (AFA)	Dec 2011	Submission of Specific Criteria
P4c The Addressed Authority (AA) induces the implementation of Step 4 of the Procedure (Drafting of Action Plan) for the secondarily selected "Hot Spots"	Regional groups (AA)	Dec 2011	Confirmation from AA
M9 Subgroup's Follow-up Meeting on Progress. <ul style="list-style-type: none"> • Comments on the Specific Criteria Proposed (2nd) • Comments to Proposed Action Plans (1st & 2nd) • Yellowfications? (1st) • Fast Track Exclusions? (1st & 2nd) • Support Projects? (1st & 2nd) • Adjustment of Procedure? 	SHE	Dec 2011	Minutes Comments to AFA and AA Report to WGE
P4d The Addressed Authority (AA) supports the implementation of Step 4 of the Procedure (Drafting of Action Plan) for the secondarily selected "Hot Spots"	Regional groups (AA)	Jan 2011 June 2012	Report from AA
P5b. AA Approves Action Plans among the secondarily selected "Hot Spots".	Regional groups (AA)	Jan 2012 June 2012	Approval Decisions
P6b. AA Supports the Implementation of Action Plans among the secondarily selected "Hot Spots".	Regional groups (AA)	Jan 2012 Dec 2012	Brief Reports
M10 Subgroup's Summing-Up Meeting <ul style="list-style-type: none"> • Report on the SHE Work • Summary Assessment of the Status of the "Hot Spots" • Summary Assessment of the Procedure incl. Recommended Adjustments • Recommendations for "Yellowfication" to WGE • Recommendations for Exclusion to WGE 	SHE	Feb 2012	Minutes Report to WGE Report to the Ministers
R3. Presentation of the reviewed Criteria & Procedure for Hot Spots Exclusion to the 2011 ministerial meeting of BEAC WGE.	SHE	Feb 2012	Report to the Ministers