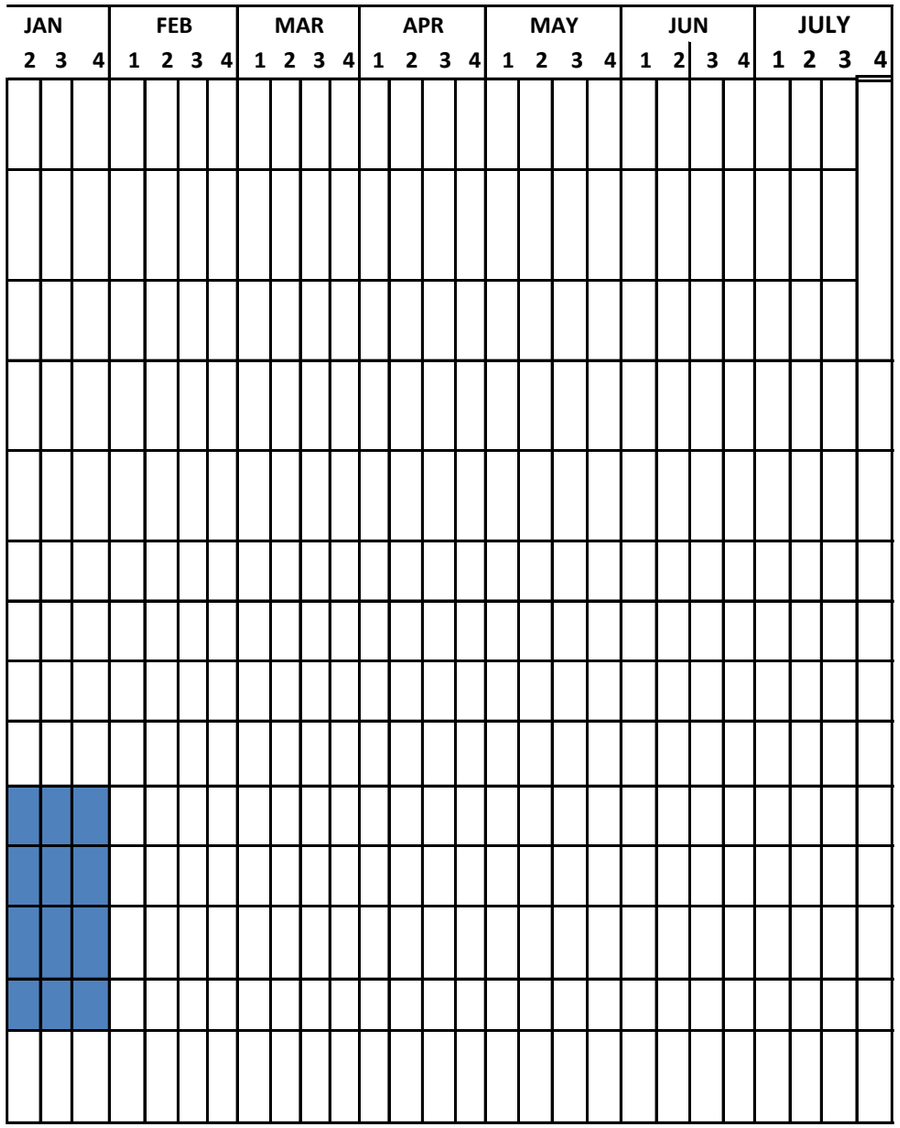
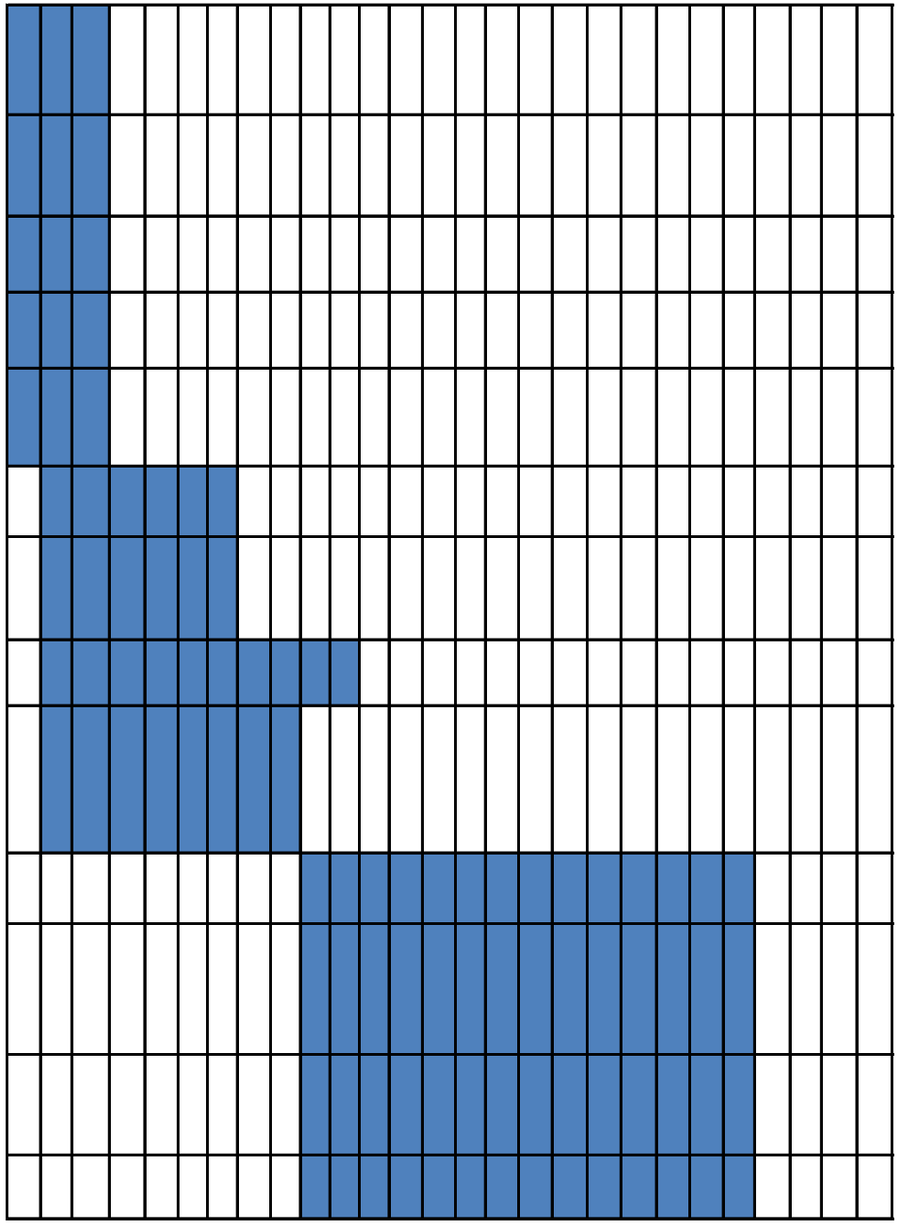
WORK PLAN FOR PACIFIC MIA PROJECT **2019**

Components	Indicators/Milestones	Executing Partners	Status (%)	MAY 1	MAY 2	MAY 3	MAY 4	JUN 1	JUN 2	JUN 3	JUN 4	JUL 1	JUL 2	JUL 3	JUL 4	AUG 1	AUG 2	AUG 3	AUG 4	SEP 1	SEP 2	SEP 3	SEP 4	OCT 1	OCT 2	OCT 3	OCT 4	NOV 1	NOV 2	NOV 3	NOV 4	DEC 1	DEC 2	DEC 3	DEC 4	1
1.Establishment of a Coordinating Mechanism	1.1. Draft workplan submitted to SPREP	BRI International Technical Expert; BRI Communications Specialist; NPC;National Steering Group (NSG); SPREP																																		
	1.1. Draft workplan circulated to national steering group, NPC and SPREP for approval																																			
	1.2. Final workplan approved by key stakeholders																																			
2. Initiation of the MIA Process through an Inception Meeting in each of the five countries (including review of the Institutional Gap Analysis-IGA-and the Legislative Gap Analysis-LGA- needs)	2.1. On-site Inception Workshop with NSG, NPC and other relevant stakeholders	BRI International Technical Expert; BRI Communications Specialist; NPC;NSG; SPREP																																		
	2.2 Methodology for data collection confirmed including the development of questionnaires for major sectors;																																			
	2.3. Review of UNDP Reporting Guidelines;																																			
	2.4. Discussion of IGA/LGA needs and planning; sample template provided;																																			
	2.5. Preliminary Communications Plan discussed																																			
3. UNEP's Toolkit spreadsheet presented at Inventory Training in each country (with follow up off-site efforts to collect Hg data and development of LGA and IGA Reports)	3.1. On-site, country-specific training of the mercury toolkit	BRI International Technical Expert; BRI Communications Specialist; NPC; NSG; SPREP																																		
	3.2. Off-site support for data collection and data management																																			
	3.3. Off-site support for generating LGA and IGA reports																																			
	3.4 Results of mercury emissions and releases in UNEP's Toolkit finalized																																			
	3.5. Review LGA and IGA reports																																			
	4.1. On-site review of important contaminated sites for each country;																																			

4. Strategy for identification and assessment of mercury contaminated sites (as well as fish, hair and cosmetics sampling as in-kind support by BRI)- which contributes to the identification of challenges, needs and opportunities	4.2. Relevant spatial data collated and compiled into a geographic information system;	BRI International Technical Expert; BRI GIS Expert; BRI Wildlife Mercury Lab; NPC
	4.3. Fish tissue sampling for mercury screening in sensitive ecosystems (BRI in-kind);	
	4.4. Cosmetics sampling (BRI in-kind);	
	4.5. Total mercury results distributed to relevant stakeholders.	
	4.6. Assist and provide guidance on the development of national strategies	
5. Final National Mercury Profile and Minamata Initial Assessment Report	5.1. Review the National Mercury Profile and circulate as needed;	BRI International Technical Expert; NPC; SPREP; NSG;
	5.2. Provide any additional guidance on LGA/IGA for submission as part of the MIA Report	
	5.3. Comment on final MIA report submitted and approved;	
	5.4. Provide recommendations for the identification of challenges, needs and opportunities to implement the Minamata Convention on Mercury.	
8. Communications / Information Sharing workshop	6.1. Present at validation workshops;	BRI International Technical Expert; BRI Communications Specialist; NPC; SPREP
	6.2. Produce communications piece summarizing fish mercury results including a fish consumption recommendations card for the region (BRI in-kind);	
	6.3. Produce communications piece that summarizes Hg inventory findings for each country;	
	6.4. Produce communications piece of findings from the cosmetics analyses (BRI in-	


JAN
FEB
MAR
APR
MAY
JUN
JULY
2 3 4
1 2 3 4
1 2 3 4
1 2 3 4
1 2 3 4
1 2 3 4
1 2 3 4