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Minutes of the 29th AMAP WG Meeting

Tromsø, Norway 13-15 September 2015

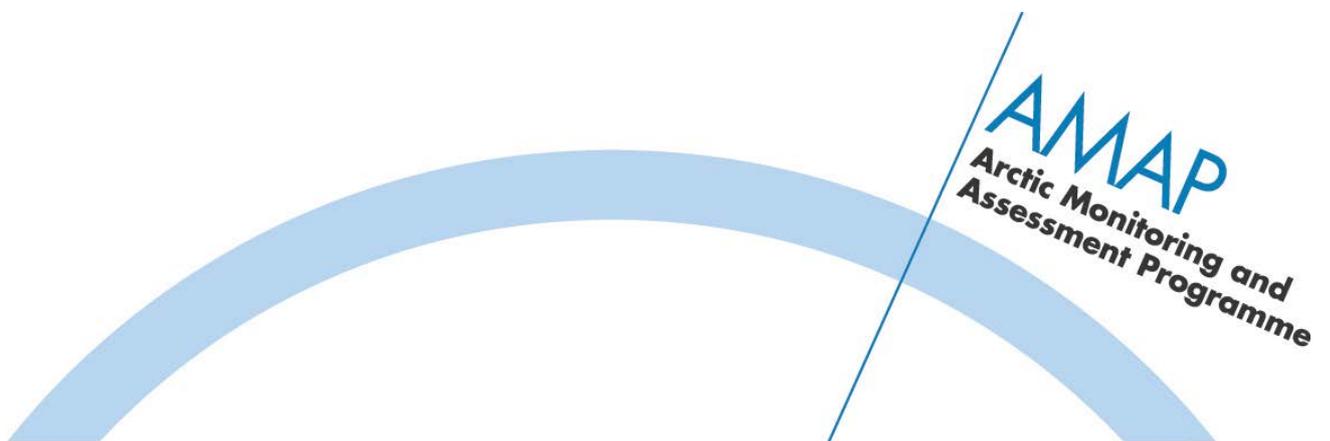


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Minutes of the 29th AMAP WG Meeting

Tromsø, Norway 13-15 September 2015

1. Opening of the 29th WG meeting and approval of the agenda

The AMAP Working Group Chair, Martin Forsius (Finland) opened the meeting and introduced the agenda, noting a proposal to reorder the agenda so that items 9 and 10 would be considered before agenda item 8. With these proposals agreed, the agenda (Annex 1) was approved. A list of meeting participants is attached as Annex 2 and a list of documents for the meeting as Annex 3. Annex 4 provides the List of Actions Agreed at the 29th Meeting of the AMAP Working Group.

2. Welcome statement and practical information

The Norwegian HoD (Marianne Kroglund) welcomed participants to Tromsø and outlined practical arrangements both for the AMAP WG29 meeting and for the joint ACAP-AMAP-CAFF-PAME meeting that would take place morning of 16 September. Arrangements were made for assigning AMAP WG participants to breakout sessions of the joint WG meeting.

3. Follow up Actions from previous meetings

AMAP Secretariat (Simon Wilson) introduced document WG29/3/1 – a review of outstanding actions from the AMAP WG28 and subsequent HoDs meetings (in Copenhagen, February 2015; and Washington DC, June 2015). He referred to documents distributed to HoDs and posted on the AMAP website concerning editorial guidance, expert group membership, and procedures for appointing experts and reviewers, etc. AMAP HoDs were invited to update information on activities to fulfil outstanding actions under relevant agenda items, and both HoDs and observers were asked to provide any updates to information regarding membership or nomination of experts to AMAP expert groups to the Secretariat.

4. AACA

4.a. Status for the regional reports and the funding

The AMAP Chair introduced the agenda item and reminded the participants that decisions about the way forward were needed at this meeting since AACA is one of AMAP's main deliverables to the 2017 Ministerial Meeting.

Tom Armstrong, Chair of AACA, provided an overview of the status of the three regional AACA assessments and progress on the related regional reports; he informed that all three regional author teams are working according to the timelines agreed for delivering the products during the US-Chairmanship period. The Barents and the Bering/Chukchi/Beaufort (BCB) teams have conducted 'friendly reviews' on their latest drafts, while the Baffin Bay/Davis Strait (BBDS) team is planning such a review during the autumn.

All three regional teams are on track to produce drafts for peer-reviews that are planned to start in early-2016. The production timelines for the regional reports specify that the Barents and BCB regional reports will be out for peer-review by 1 February 2016, and the BBDS regional report by 1 March 2016.

All countries emphasized that they are prioritizing national funding to finalize the regional reports, and that this funding was to a large extent secured for 2016. Some countries reported they will have to apply for additional funding for 2016, but had good hopes that the funding necessary to secure participation of their national contributing authors would be available early in 2016. Finland informed they will allocate 15000e for the Barents regional report production.

4.b. Status pan-Arctic report

Tom Armstrong then introduced the status of the pan-Arctic report. Following the AMAP HoDs meeting in Washington DC in June, a revised prospectus for the report was produced and this was presented to the WG (WG29/4b/1). He informed that the pan-Arctic report was not intended as a robust, scientific assessment, but rather a layman's style synthesis that will be based on the three regional reports and other relevant reports/information. It would also contain elements of a 'sustained process' concept to be developed further for the AMAP workplan 2017+. He underlined that the production of the pan-Arctic report would not take resources from the work on the regional reports.

ICC stated the importance of properly reflecting Arctic Indigenous peoples' knowledge in the reports but was not sure to what extent this was done in the regional reports. Marianne Kroglund explained that they had an extensive process for the Barents region with several workshops to capture Indigenous knowledge. Tom Armstrong asked ICC's support to help ensure that the knowledge is reflected appropriately in the pan-Arctic report.

Following discussions, the WG concluded that a pan-Arctic synthesis report should be produced that brings together results from the three regional reports, other relevant AC working groups' reports including the SWIPA and AOA updates as well as other (external) information. The pan-Arctic synthesis report would address how to respond/adapt to anticipated changes – as a basis for practical implementation of follow-up actions.

During the meeting, the prospectus for the pan-Arctic synthesis report was further updated to elaborate on the outline (fundamental elements) of the report, identify candidate key issues to be covered, and revise the draft timeline for the report production. The target audience for the report is policy-makers at the national and international level rather than the local level.

Several countries requested a more detailed outline for the pan-Arctic report. Tom Armstrong underlined the candidate key issues were not complete and the intention was that the report outline would be further developed by a core author team that would be established based on the eventual list of key issues to be addressed. Nominations for the author team were highly welcome.

Another concern raised by the WG related to the proposed timeline for production of the pan-Arctic synthesis report and its overlap with the plans for finalizing production of the regional reports. Tom Armstrong replied that the AACA leadership is aware of this concern and that on the one hand we should not start too early, but on the other hand we cannot delay too much if report production should be finalised before the 2017 Ministerial.

Concerning funding, it was noted that, at present, funding for the pan-Arctic report is only partially secured. Denmark informed they would look into possibilities to find funding for the pan-Arctic report production work; Norway informed that any possible funding from Norway would depend on the report outline and its scope. Japan and Korea informed about their interest and willingness to contribute to the pan-Arctic AACA work and to nominate possible authors for the pan-Arctic synthesis report.

It was agreed that the Secretariat would circulate the revised production timeline for the pan-Arctic report presented by Tom Armstrong as soon as possible, and that countries should comment on the revised prospectus by 25 September; nominations for pan-Arctic authors should be sent the AMAP Secretariat by 15 October.

4.c. Cooperation with other initiatives/organizations (IIASA, ARR, AEC, AFS etc.)

The International Institute of Applied System Analysis (IIASA), represented by Hannu Halinen and Annie Reissel, presented the Arctic Futures Initiative (AFI) project. The project is currently in its planning phase (due to be completed by end of 2016), after which there will be a five year project implementation phase. Funding for the total project phase is not yet secured and IIASA will discuss this with its national member organizations. The next AFI workshop is scheduled for the first week of December. AFI is a holistic approach to Arctic change, the primary goal of which is to create a process rather than produce specific results. The outcome of the process should be increased interaction between Arctic stakeholders including both scientific and economic perspectives, and new scientific contributions to better informed decision making on potential 'Arctic futures'. The AFI has three co-chairs (Hannu Halinen, Peter Lemke and Charles Vörösmarty) and IIASA has invited the Arctic Council WGs to nominate representatives to the AFI advisory board.

The IIASA representatives further reported that IIASA has contributed to AACA by co-arranging a scenario workshop and has also been involved in other AMAP work, e.g., the AMAP scientific assessments of black carbon/ozone and methane. It is anticipated that the AMAP-IIASA collaboration will continue in future (2017+) planned scientific work on SLCPs. IIASA informed they could possibly nominate reviewers for the AACA regional reports.

Marcus Carson, project leader of Arctic Resilience Report (ARR), reported on the status of the ARR project. The USA has undertaken to co-lead the ARR together with Sweden. The ARR shares common goals with AACA in relation to pointing out what can and should be done to adapt to Arctic change, but has a different approach to the AACA; the ARR and AACA are expected to complement each other. Like the AACA, the ARR outcomes are intended to be policy-relevant, but not policy-prescriptive. Several authors involved in the ARR are also involved in the AACA work and there are especially close connections between the ARR group and the Barents regional AACA team; ARR also has good cooperation with the BCB regional group, but relatively little cooperation with the BBDS team. According to the time schedule for the ARR, the peer review of the report is planned for November 2015, with editing scheduled for January 2016; the report will therefore be finalized for release in summer 2016. The ARR would then be handed over to AMAP for report production work (layout, graphical production, etc.) in March 2016, although there are still questions regarding the funding of this work. The ARR team plan to deliver a policy-makers summary report to the 2017 AC Ministerial meeting; work will also include testing of results of the ARR with local communities, etc. The ARR policy-makers summary report would also be subject to review by the AMAP WG.

5. AMAP Communication and outreach. Needs and strategy

The AMAP Executive Secretary (Lars-Otto Reiersen) introduced the agenda item by saying that AMAP has not always been able to follow-up its assessments with appropriate communication and outreach. Lars-Otto Reiersen said that the countries had been asked to provide professional people that can work with the Secretariat and organise outreach, but that there had been no commitment. Several delegations saw a need for a communication strategy, but it was pointed out that the strategy already exists, while the implementation is lacking. As part of the strategy, each assessment project should make its own outreach plan.

Eva Krümmel (ICC) said that there is a lot of regional interest in AMAP's work, particularly in Alaska, and that it would be good to have AMAP attend regional meetings such as the the Alaska Tribal Conference on Environmental Management. Lars-Otto Reiersen responded that AMAP would be happy to send somebody to those conferences if possible and present at such venues. On the general need for outreach to local communities, it was noted that the principal outreach channels should be national.

The meeting discussed upcoming events relevant for AMAP outreach. The secretariat had been approached by the Nordic Council of Ministers regarding possible AMAP contributions to present scientific work at a joint NMR/AMAP event at the NMR pavilion at COP21. The WG supported that scientific result of AMAP's work be presented at COP 21 and asked the secretariat to continue the planning. Other upcoming events mentioned were ArcticNet, Arctic Frontiers, and ASSW/AOS. The AMAP Secretariat was also requested to prepare preliminary plans for a possible conference event to promote a science-policy dialog in 2017, including investigating possible interest of other WGs in arranging such an event, for discussion at the next AMAP WG/HoDs meeting.

Countries and PPs agreed to identify national AMAP communication and outreach contacts.

6. Status for the production of the 2015 assessments

6.a. Scientific assessment reports (status update)

AMAP Secretariat (Simon Wilson) introduced document WG29/6/1 – an overview of the status of the production of four scientific assessment reports and two overview reports. He reported that the methane scientific assessment report is essentially complete and would be sent for printing within the next week or two; layout work on the black carbon/ozone report is also complete and the report expected to be ready to go to print in the first half of October. Editing work on the human health and radioactivity reports is almost complete and these are scheduled for layout work during October. Thus there are fair prospects that all four scientific reports will be in print by the end of the year. Status of production of the two overview reports is covered in the following agenda items. Regarding plans for printing the two UAS documents the WG were informed that the document 'Implementing Scientific Data Collection across the Arctic Oceanic Region Utilizing Unmanned Aircraft Systems (UAS)' (The 'White Paper') had been submitted to the SAOs' June 2016 meeting as a prepublication version with a request to the SAOs to ratify the document as an international agreement. The document "Arctic Science Remotely Piloted Aircraft Systems (RPAS) Operator's Handbook" (The 'Handbook') had also been submitted to the SAOs' June 2016 meeting, but no responses had been received to the two documents. UAS is on the agenda for the SAOs' October 2016 meeting.

The WG welcomed this information and agreed to inform the Secretariat about the numbers of copies of the scientific and overview reports that they would require for national distribution.

6.b. Pollution Issues 2015 overview report and 6.c. Climate issues 2015 overview report

With regard to the two planned overview reports: *Arctic Pollution Issues 2015* (covering the AMAP 2015 assessments of POPs (trends), radioactivity and human health in the Arctic) and *Arctic Climate Issues 2015* (covering the SLCPs assessments of methane and black carbon/ozone), Simon Wilson reported as follows:

Second drafts of both overview reports were presented and discussed at the AMAP HoDs meeting in Washington in June 2015 where it was agreed that updated versions would be produced in draft layout form as documents for the WG29 meeting in September, if possible so that they could be approved for publication. This plan was dependent on the provision of comments to the second drafts by 1 August. Due to delays in provision of some comments, work to complete the preliminary layout could not be accomplished before the WG29 meeting and consequently, the drafts of the respective overview reports presented in documents WG29/6/2 and WG29/6/3 reflected work in progress. The draft layouts include initial suggestions for illustrations (photos and graphics) and can be considered to contain the main elements of the eventual reports, but the graphical content in particular needs to be further refined and improved.

The *Arctic Climate Issues 2015* report (document WG29/6/3) is more complex than a typical AMAP layman's overview and takes the form of a summary of the assessments essentially following the structure of the scientific assessment reports. HoDs had agreed in Washington not to further simplify the report as a related policy-makers summary is also available.

Comments to the third drafts (as represented in the layout documents) had largely been addressed for the *Arctic Pollution Issues 2015* report, but for the *Arctic Climate Issues 2015* report additional comments had been received from the leads of the black carbon/ozone expert group just prior to the WG meeting. These still needed to be addressed.

The WG discussed the two overview reports and agreed to convene two small break-out groups to discuss the respective overview reports. Delegates from Canada, Denmark and the Faroe Islands, Finland, and ICC together with the AMAP Secretariat reviewed the draft *Arctic Pollution Issues 2015* report layout and provided additional comments. Delegates of Canada, Denmark, Finland, Norway, and the USA and AMAP Secretariat convened to discuss the *Arctic Climate Issues 2015* report, including reviewing the most recently received comments; however, due to time constraints it was not possible for the break-out group to complete their review. For both reports it was agreed that delegations would have a short period to deliver their additional comments; by end of the day 25 September for the *Arctic Pollution Issues 2015* report, and by 2 October for the *Arctic Climate Issues 2015* report. It was further agreed that any additional comments should comprise concrete suggestions for revised wording and/or notification of any factual errors. The Secretariat would then work with the science-writers to address these comments and upgrade the layouts as soon as possible, and also send a revision-marked copy of report texts to the AMAP HoDs/PPs so they could see the changes that had been introduced.

Subject to this additional work, the WG concluded that the materials presented were sufficiently advanced that they could be approved in principle for publication, but that final versions should be circulated to HoDs for their consensus approval before the reports go to print.

6.d. Other products (translations, etc.)

The AMAP Secretariat (Alexander Klepikov) informed that Russian translations of AMAP SWIPA and AOA reports have been completed and arrangements are underway to print these reports in Russia.

7. Deliverables for the AC 2017 meeting

7.a. SWIPA, including the Arctic Freshwater Synthesis (AFS) and future Freshwater projects

The chair of SWIPA (Morten Skovgaard Olsen, Denmark) provided an overview of the status of the work, noting that as part of AACA, the AMAP WG had decided to update the 2011 SWIPA assessment. He explained that the work was progressing well and thanked the countries that were contributing to the work. The most recent meeting had been held May 2015 in Oslo, and the purpose had been to decide on the outline of the report. Each chapter had also been asked to identify 3-5 key findings as drivers for the communication plan. Finally, the chapter leads had been asked to identify gaps in existing monitoring efforts. Morten Skovgaard Olsen explained that the Arctic Freshwater Synthesis (AFS) will be publicised as a series of scientific papers and that key authors from the AFS are involved in the SWIPA assessment work.

Outi Mähönen (Finland) informed that in 2016, Finland will be chair country for Nordic Cooperations and plans to establish a project on freshwater. Marianne Kroglund (Norway) noted that there is an initiative on the way under CBMP on fresh water monitoring in cooperation with SDWG. Finally, Lars-Otto Reiersen noted that the WMO EC-PORS meeting also has a major interest in this.

7.b. Arctic Ocean Acidification (AOA)

Lars-Otto Reiersen gave a status on the follow up work to the 2013 AOA assessment. Key parts of the assessment will be done through a postdoctoral researcher position in marine ecology and ocean acidification. The two main deliverables will be a re-evaluation of existing literature to lead to an alternative way to link physico-chemical changes to biological impact and a theoretical framework that will deliver risk maps for the Arctic region as a complement to chemical maps. Eva Kruemmel (ICC) noted that this topic is also of interest to indigenous and local stakeholders but that no resources were available to support PP and local experts' full participation in the work. Lars-Otto Reiersen responded that funding from external sources is available to support these experts' travel costs, and acknowledged that providing funding for the actual work is a difficult matter.

In their comments to the status report, several delegations asked for a list of experts involved in the work. The Secretariat will follow up and provide this.

The expert group had planned to meet next time in November 2015 in Boston, USA (Later information: The date and venue of this meeting has been changed to 18-19 January 2016 in Copenhagen, Denmark).

7.c. Chemicals of emerging concern assessment and micro plastics

The AMAP Secretariat (Simon Wilson) informed that work on the POPs assessment component dealing with 'Chemicals of Emerging Arctic Concern' had progressed well; an overview of the structure of the assessment is included in document WG29/7c/1. Based on this, the POPs expert group leads have recommended that it would be appropriate to conduct a national review of Chapter 2 (which comprises the main substantive parts of the assessment) in order to ensure that all relevant data and information have been captured. In the plans for completing the work, peer review of the entire assessment report is scheduled to take place around the end of the year. The EG had indicated that if the timeline can be maintained, the DIOXIN 2016 conference that will take place in Italy end-August 2016 might be an appropriate event for presenting the scientific findings of the assessment, possibly through a specially arranged Arctic session.

HoDs agreed to conduct a national review on the draft assessment, focussing on Chapter 2 sections starting as soon as the materials could be posted and aiming at return of comments by mid-October.

Denmark informed that they would send Greenlandic data on short-chained chlorinated paraffins (SCCPs) to the Stockholm Convention POPs Review Committee (POPRC) for information and raised a request if all AMAP data could be delivered to the POPRC meeting already in October 2015; SCCPs are one of the classes of chemicals covered in the AMAP chemicals of emerging Arctic concern assessment. Finland and ICC supported the view that, if possible, SCCP information should be delivered to the POPRC meeting in October as this may be the last time that SCCPs are considered for listing under the Stockholm Convention and Arctic information could be important to this review process.

The WG agreed that this section of the assessment should be presented for use by the POPRC on the clear understanding that this is marked as 'un-reviewed' information from an assessment under preparation. Further, it was agreed that any countries that were not comfortable with their national information being presented in this way could request that their information is excluded from this presentation.

In connection with the plans to conduct the peer review of the assessment later in the year, the WG agreed to identify and nominate potential peer reviewers.

7.d. Biological effects assessment

The AMAP Secretariat (Simon Wilson) briefly informed that drafts of the assessment component dealing with biological effects of POPs and mercury were starting to appear; the plan is to have a first draft of this assessment completed by the end of the year and for further work to be completed during 2016.

7.e. Tentative production line for all the AMAP products including AACA and ARR

The AMAP WG Chair introduced agenda item 7e as a major priority for the WG meeting. The AMAP Secretariat (Simon Wilson) introduced document WG29/7e/1 which outlined the various AMAP assessment activities underway and the large number of related reports are planned to be produced during 2016/2017; several of which (AACA, SWIPA, AOA, etc.) are profiled deliverables for the US-Chairmanship period and the Arctic Council Ministerial in 2017. In addition to listing potential products, the document includes provisional assignment of priorities in relation to report production and delivery. It also provides an overview of the anticipated (human) resources that are required to conduct different parts of the work (editing, layout, graphics, etc.) and needed to prepare different types of product, the resources currently identified (consultants, etc.), and proposals for assignment of responsibilities within the Secretariat for coordinating different parts of the production. It was noted that the production work addressed here also includes the work to produce the regional and pan-Arctic reports associated with the AACA. Following this introduction, Simon Wilson continued with an explanation of the background and assumptions involved in the development of a provisional plan and schedule for report production work during the remainder of 2015 and 2016, aiming at product delivery in 2017 (document WG29/7e/1-Add).

The WG discussions recognized the considerable challenges associated with the work that would be involved in producing all the envisaged products, and emphasised therefore the need to establish priorities for this work. The WG further emphasised the need to maintain the quality of the AMAP products, and the United States representatives stated that in his opinion the United States would

prefer to see products intended for delivery during the US-Chairmanship delayed rather than compromise on quality if timelines for report production could not be realised.

Work associated with other assessment outreach products (flyers, roll-ups, press releases, video content, etc.) and possible outreach events (arrangement of or participation in international conferences, etc.) was not included in the evaluation of report production needs, or the provisional time schedule. Resources required for that work would need to be identified in addition, and the related work included in the production schedule.

The WG concluded that priority should be given to scientific assessment reports as these constitute the validated basis for all other derivative products including policy-makers summaries. The production of policy-makers summary documents was also considered a priority. The need for other products such as overview reports needs to be better evaluated in relation to target audiences and available resources. The WG were reminded of the agreed AMAP communication and outreach strategy, and in particular the need to develop specific communication and outreach plans for major AMAP-led projects and assessment activities as an integral part of the assessment /project plans. In several cases these plans have not been adequately defined.

Norway commented on the need to address delays that might be related to lack of activity or coordination on the part of some expert group leads.

A proposal included in document WG29/7e/1 that individual HoDs might be appointed to follow specific parts of the work (and undertake the type of role that had been performed by the AMAP Assessment Steering Group in earlier years) was presented. The WG were generally positive to this suggestion and requested the Secretariat to further develop a plan in this regard.

The WG requested the AMAP Secretariat to continue to update the production schedule as new information becomes available, also reflecting the comments regarding prioritization of different types of reports.

Sweden and the United States were requested to clarify needs with respect to AMAP involvement in the ARR report production work in terms of coordination, financial and human resources, and work associated with AMAP WG review of the ARR policy-makers summary, etc.

8. AMAP Workplan 2017-2019

Outi Mähönen (Finland) informed the meeting that the priorities for Finland's AC chairmanship was under development and that it would be too early to let these drive the discussion about the workplan.

Several delegates expressed the view that discussions about the workplan should be strategic, consider AMAP's ability to provide input into international conventions and that cooperation with other WGs and observers should be of priority.

Both Canada and the US emphasized the importance of considering traditional knowledge early on in AMAPs work, not just as an afterthought. Eva Kruemmel (ICC) agreed and proposed that AMAP should develop a framework with an implementation plan for guidance on how traditional knowledge should be utilized before projects start.

Mike Kuperberg (USA) proposed that making knowledge available beyond printing books should be a focus area.

Martin Forsius summarised the discussion, noting that the topics in the work plan must be based on continuity, strategy and sustainability. The strategic thinking should also contain deliberations on how many projects AMAP can be involved in and a long term assessment strategy covering more than one work plan period. The first step would be to establish a 'think tank' to prepare a more structured discussion on this.

9. Cooperation with ACS, AC/WGs and AC Task Forces

Yuri Saturow (Russia) provided a status on the work of the Scientific Cooperation Task Force. He explained that an agreement will make scientific cooperation easier, and will enable activities like joint expeditions, exchange of data and exchange samples. He noted that all states have certain restrictions, and that the planned document would make the processes easier. Some level of agreement has already been reached for some parts, while other parts of the text are still in brackets.

Jan Rene Larsen (AMAP Secretariat) introduced a document that had been received from the Task Force on Arctic Marine Oil Pollution Prevention (TFOPP). It contained a matrix that connects elements of the TFOPP framework with potential leads for implementation. In consultation with the AMAP WG Chair, the AMAP Secretariat has filled in the matrix and returned it to the EPPR Secretariat. To the response, it was added that:

- AMAP works according to the current 2015-17 work plan, as approved by the SAOs. It does not allow AMAP to take on board new assignments.
- The filled in matrix reflects the areas where AMAP has expertise and would be interested in contributing, but it does not reflect an actual commitment, or leadership responsibility.

An invitation to the WG to attend the first meeting of the Task Force on Arctic Marine Cooperation (TFAMC) was reviewed by the group. The meeting noted that the marine issues is an area where there is a need for improved national coordination and also a need for coordination among the different WGs. Document WG29/9/2 provided an overview of 'AMAP activities on marine-related issues'. It was agreed that the Board should develop the document into a strategy that should be presented to the SAOs.

The Workshop on Integrated Ecosystem Assessment for the Central Arctic Ocean (WKICA) (Document WG29/11h/1) that had been held in Bergen in May 2015 was introduced by Phil Mundy, USA, who was one of the workshop co-chairs. He mentioned the five arctic marine states and their initiative for a moratorium on fisheries in the central Arctic Ocean (The Oslo agreement). The AMAP Secretariat had met with the chair of the ICES Science Committee and the ICES Secretariat in August 2015 and discussed the potential involvement of AMAP in WKICA. It had been noted that AMAP's current work load prevents AMAP from being fully involved from the beginning. Instead, it was proposed that the work the first year would focus on planning, method development and data collection. This will allow the AMAP WG to be fully involved in subsequent years, following the approval of the 2017-19 work plan. The AMAP WG agreed that the involvement in the first year will be at the Secretariat level.

The meeting of the Polar Data Forum (PDF II) in October 2015 was introduced to the WG (Document WG29/11f/1). Peter Pulsifer (NSIDC) is the chair of the PDF II and also the chair of SAONs' Arctic Data Committee. Jan Rene Larsen and Simon Wilson from the AMAP Secretariat are members of the International Advisory Committee for PDF II.

The Arctic Report Card (ARC) has been published for a number of years by the US National Ocean and Atmospheric Administration (NOAA). In the same period, the AMAP WG has worked with NOAA and organised the peer-review of the ARC. The AMAP WG had been invited to organise the peer-review of the 2015 ARC (Document WG29/11j/1). Jan Rene Larsen (AMAP Secretariat) asked the meeting to nominate peer reviewers, and the meeting agreed that the final review team would be put together by the AMAP HoDs and PPs.

Alexander Klepikov (Russia) introduced document WG29/11c/2 on the Year of Polar Prediction (YOPP). It is an initiative of the World Meteorological Organization (WMO) and is planned to make important contribution to the development of SAON, Unmanned Aircraft Systems (UAS) in the Arctic and other issues related to AMAP activities.

10. Information from Observers

Presentations were given by five Observers: Japan, Korea, The Netherlands, European Union (EU), and Nordic Environment Finance Corporation (NEFCO).

Hiroyuki Enomoto (Japan) introduced the meeting to the Arctic research and monitoring activities of Japan. Particular emphasis was put on the research project GRENE (2011-2015), which is an Arctic climate research project. The Japanese Data archive System(ADS) was also described (<https://ads.nipr.ac.jp/>). Hiroyuki Enomoto finally listed Japanese contributions to AMAP activities: ACIA, SWIPA, AOA, AACA.

Yoo Kyung Lee (Korea Polar Research Institute) gave a report on Korean Arctic monitoring activities. Core activities involve ocean, sediment, atmospheric, and permafrost research and data management. The presentation also gave an overview of Korean involvement in AMAP activities, which includes SWIPA, AACA, POPs and SLCP.

Frits Steenhuisen (The Netherlands) presented the 2015 expedition to Edgeøya at Svalbard. The expedition had covered numerous themes, including sediments and microbial mortality, ballast water treatment, oil spill treatment, mercury monitoring in air, organic matter from glaciers, walrus, moulting birds, installation of a weather station, vegetation maps, sediment cores and oil-exploration, and air pollution.

Elisabetta Vignati (EU) provided an introduction to the EU Arctic policy and the European Commission's Joint Research Centre (JRC). The policy involves cooperation and engagement with Arctic states, indigenous peoples and other relevant stakeholders and a continued commitment to investing in Arctic related research. The headings for EU Arctic involvement are pollutants and contaminants, SLCPs, climate change impacts, and maritime topics. Elisabetta Vignati also informed the meeting about the European Environment Agency plan to publish an Arctic environment report in 2015. She finally made the meeting aware of ongoing and coming Horizon 2020 projects: EU-PolarNet and the coming call (2016-17), which will contain an 'Arctic package'.

In his presentation from NEFCO, Husamuddin Ahmadzai had focus on the 'Arctic Council Project Support Instrument' (PSI) in the context of AC subsidiary bodies. He gave an overview of the progress of the PSI, including information about the funding that is available and the nature of the projects that can apply for funding. He finally provided an overview of the projects that are under implementation and under development.

Martin Forsius thanked the Observers for their information and expressed the belief that Observers also in the future will provide strong contributions to AMAP work.

11. Brief updates

11.a. SAON

Jan Rene Larsen gave a status report on the work of SAON (Document WG29/11b/1). The progress report describes ongoing projects undertaken by SAON's two committees: The Arctic Data Committee (ADC) and the Committee on Observations and Networks (CON). The ADC will meet next time in October 2015 in Waterloo, Ontario, Canada, and CON and the SAON Board will meet next time during AOS in March 2016 in Fairbanks, Alaska, USA.

Christine Daae Olseng from the Norwegian Research Council has been nominated as Chair of SAON, and Larry Hinzman from University of Alaska has been nominated as the vice-Chair.

Marianne Kroglund (Norway) explained that Norway has asked SAON to develop a review plan. She proposed that SAON's communication and outreach is strengthened and that statements about AMAP's expectations to SAON are developed.

11.b. EU-PolarNet

The AMAP Secretariat introduced two documents relating to the Horizon 2020 Coordination and Support Action *EU-PolarNet*. The first (WG29/11b/1) is a follow-up to a request arising from the AMAP HoDs meeting in Washington DC – for an information note on the *EU-PolarNet* project that could be used for national communication purposes, including discussions with SAOs. The document comprises an information brochure prepared by the *EU-PolarNet* project and an explanatory note on the rationale for AMAP Secretariat engagement in the project and its linkages with SAON work. Objectives of *EU-PolarNet* include strengthening co-ordination of Arctic research under the TransAtlantic alliance, including European-funded research under the Horizon2020 initiative, and the development of a future strategy and implementation plan for European Arctic (and Antarctic) research.

As part of its remit under *EU-PolarNet*, the AMAP Secretariat will organize annual stakeholder workshops to consider common Arctic-related research needs that can be proposed for inclusion in an Integrated European Polar Research Programme. Document WG29/11b/2 presents proposals for the first of these workshops, which addresses human health-related research themes. This workshop is planned to be held in association with the 2016 Arctic Science Summit Week in Fairbanks, Alaska. It was further noted that the AMAP Secretariat would approach the SDWG WG about engagement of additional health experts in the arrangement of this workshop.

The WG took note of the planned AMAP Secretariat work in connection with EU-PolarNet and agreed to promote involvement of their national experts, permanent participants, and stakeholders in the planned workshop in Fairbanks. In particular, Permanent Participants representatives indicated their interest in this activity and requested to be kept informed. AMAP Secretariat should also make sure that SDWG is informed and engaged in this activity.

11.c. Cooperation with International Organizations

Martin Forsius introduced document WG29/11c/1, an overview of AMAP's engagement with international organizations. This document is an updated version of a document prepared by the Secretariat for the AMAP HoDs 2015 meeting in Washington. The document had also served as a basis for information provided in response to a recent request from SAOs for WGs to describe their relationship with external organizations, including financial arrangements. The WG expressed their appreciation for this comprehensive overview.

The WG Chair provided further elaboration on informal discussions that had taken place between the AMAP Board/Secretariat and representatives of various bodies associated with the Convention on Long-range Transboundary Air Pollution (CLRTAP), including the CLRTAP Executive Body, EMEP and HTAP. He outlined ideas relating to future collaboration on monitoring and (scientific) assessment of short-lived climate forcers, including scenario and modelling initiatives, greater integration of SLCP issues into a wider consideration of (co-emitted) air pollutants and their ecosystem and human health effects, etc. These ideas would be further considered, also by relevant AMAP expert groups, and the outcome would be taken into account in the development of the future AMAP work-plan. The WG supported continuation of these discussions and asked to be kept informed about the further outcomes.

Martin Forsius also introduced a request from the UNEP-DTIE in Geneva asking for AMAP support for planned work in 2016/2017 to update the UNEP Global Mercury Assessment, including specific requests for support from the AMAP Secretariat, and a suggestion that AMAP might consider becoming a 'partner' in the UNEP Mercury partnership area. The AMAP Secretariat provided further information on the partnership proposal, informing that becoming a partner in this respect did not involve any specific commitment, other than a general commitment to support the objectives of the UNEP mercury initiative and the eventual work to implement the Minamata Convention. It would however, better position AMAP for engaging directly in the UNEP mercury work.

The WG were generally positive to the idea that AMAP might become a partner in the UNEP Mercury partnership area, although some countries reminded that they had specifically not engaged in the partnership initiative in its initial period as they preferred to direct their efforts at the INC and ensuring the agreement of the Minamata Convention. It was understood that the UNEP mercury partnership is intended to support the Minamata Convention and its work is directed by the interim arrangements within UNEP until such time as the Minamata Convention enters into force and a COP is established. Direct participation in the partnership would also facilitate funding arrangements that are currently available only to partner members, including opportunities to participate in GEF funded activities. It was agreed that the WG Chair would reply to the communication from UNEP indicating the generally positive views expressed, but requesting more information on the practical aspects and commitments (in terms of human resources, meetings, etc.) that would be expected if AMAP were to become a member of the UNEP mercury partnership.

11.d. AMAP Monitoring Guidelines

Document WG29/11d/1 on the development of the AMAP Monitoring Guidelines was introduced by Jan Rene Larsen. The document describes how the guidelines for the parts dealing with contaminants and their effects are fairly detailed and have been reviewed and updated in recent years while the guidelines on "climate" related parameters are generally less specific.

Taking into account the scope, complexity and amount of work that may be involved in developing/reviewing the guidelines, the document proposes that key AMAP Expert Groups are consulted on this. The document also describes the need for coordination between the guidelines and the monitoring initiatives that are coordinated by international bodies such as WMO, UNFCCC, national meteorological observing agencies, etc.

Another aspect of the development of the guidelines is to convert the text from the current MS Word format and to a web based format. A plan for a pilot project on this was presented and agreed.

11.e. AC WG Handbook

The AMAP WG Co-Chair (Morten Olsen) introduced document WG29/11e/1 – a draft of the ‘Arctic Council WG Handbook’. He informed that the development of this handbook was being led by AMAP following discussions at previous WG Chairs meetings regarding the need to document work practises within the different WGs. This handbook would be available as documentation for SAOs and new WG members, etc., and would be a ‘living document’ to be updated by WGs as and when necessary. The AMAP Secretariat reported that the current draft (updated from the version presented to AMAP HoDs at their meeting in Washington) had been circulated to the other AC WGs, inviting them to complete the various sections for their WGs. Some had responded, including requests to shorten the document by rationalising sections where work practises/procedures were similar for all groups. It had been agreed that such rationalisation would be addressed when material on work practises of the various WGs had been compiled – and that the original objective would be to complete this work before the SAO meeting in October. It was also noted that the ACS were working on an ‘Arctic Council’ handbooks. The Arctic Council and WG handbooks are two separate products that should not be confused – however it was possible that at some point in the future these two documents might be combined.

The WG took note of this information and will await the final version that would include documentation from all WGs.

11.f. Update on National Implementation Plan (NIPs), data reporting and QA/QC issues

The AMAP Secretariat (Simon Wilson) reported that no specific documents had been received from countries regarding updating of their National Implementation Plans (NIPs) for AMAP or their SAON NIPs. However, maintenance work had been performed on the AMAP PD system so that it was sending automatic reminders to persons who had registered projects in these systems requesting updates where appropriate. The AMAP PD system also contains information on SAON project implementation so these update requests would also be circulated to individuals responsible for documenting SAON NIPs. Some update responses had therefore already been received on AMAP PD registrations.

He further informed about AMAP-related QA/QC initiatives, in particular inter-laboratory studies organized to support the Canadian Northern Contaminants Program that had been opened to participation of (AMAP) laboratories in other countries. The latest round of the NCP inter-laboratory study was currently underway with good participation of laboratories from all Arctic countries. He reminded of a request from the organizers of this activity for possible support from other countries to assist with the increasing costs of shipping samples in connection with these inter-calibration rounds.

The WG agreed on the importance of keeping their AMAP and SAON NIPs updated and on ensuring the participation of relevant national laboratories in AMAP QA/QC initiatives, and agreed to follow-up on this as appropriate, including looking into possibilities to financially support the shipment of inter-calibration samples.

12. Actions arising from the WG29 meeting and Progress Report to the SAO meeting in October

The AMAP Secretariat briefly presented a compilation of actions agreed during the first part of the WG meeting, and agreed to update and circulate this list within two days so that the WG members

had the record of agreed actions available without having to wait for the draft WG minutes to be circulated. The list of Actions arising from the WG29 meeting is attached at Annex 4.

Due to other priorities, it had not been possible for rapporteurs to prepare the draft AMAP Progress report to SAOs for approval during the meeting. It was agreed that the AMAP Secretariat would prepare the draft Progress Report to the SAOs meeting in Anchorage in October (that would also constitute the two-page summary report from the AMAP WG meeting to the Arctic Council) and circulate this draft to the AMAP HoDs and PPs within 48-hours of the end of the meeting, for their response within a further 24-hours.

13. Any other business

No other business was raised.

14. Next HoD and WG meeting

Finland informed on their readiness to host one of the meetings if so decided. The EU representative invited the AMAP WG to arrange its next WG or HoDs meeting at the Joint Research Center in Ispra, Italy. The WG thanked for the kind offers but did not make any decision as to the venue of the next WG-meeting.

15. End of meeting

The AMAP Working Group Chair, closed the meeting, thanking participants and the Secretariat for their contribution, and reminded participants to actively engage in the joint working group meeting that would take place the next day.

Annex 1 – Draft Annotated agenda for the 29th Meeting of the AMAP Working Group

Sunday 13th September

1500 WG meeting

1. Opening of the 29th WG meeting and approval of the agenda (10 min)

The Chair will open the WG meeting and present the draft agenda for approval.

2. Welcome statement and practical information (10 min)

3. Follow up Actions from previous meetings (10 min)

The list of Action from the previous WG and HoD meetings will be reviewed and any outstanding items that will not be considered under other agenda items resolved.

4. AACA (2.5 h)

4.a. Status for the regional reports and the funding

The AACA chair will inform about status and progress since the HoDs meeting in June, and the remaining work necessary to complete the regional assessments. The presentation will highlight challenges that need to be addressed by the WG. The AACA chair's presentation will include an overview of confirmed and potential national funding sources to complete the regional reports.

4.b. Status pan-Arctic report

The AACA chair will present the revised plan for the production of the Pan Arctic AACA report. The presentation will include the pan-Arctic author team, the report outline and resource needs for the report production. The WG is invited to decide on how the pan-Arctic report will be produced.

4.c Cooperation with other initiatives/organizations (IIASA, ARR, AEC, AFS etc.)

The International Institute for Applied System Analyses (IIASA) will give a presentation on how they can contribute to the AACA work and present their Arctic Future Initiative (AFI) project. The relationship between AACA and AFI will be highlighted. Sweden will present the status for the Arctic Resilience Report (ARR) and the cooperation and contribution to the AACA. Countries and organizations preparing and implementing projects relevant to AACA are welcome to present the plans and how it may contribute to the AACA, and its follow up.

1800 End of Day 1.

The AMAP Chair may call on evening AACA break-out session if necessary

Monday 14th 0900

Agenda item 4 Continues (1 h)

5. AMAP Communication and outreach. Needs and strategy (1 h)

AMAP HoDs have requested that the WG conduct a strategic discussion of AMAP communication and outreach needs for the near- and longer-term. The WG will discuss specific outreach activities for the assessments to be delivered by 2017, associated resource requirements and items to be included in the AMAP work-plan. WG participants are welcome to nominate professional experts that may assist in this work and discuss how these experts can be funded.

6. Status for the production of the 2015 assessments (2 h)

The Secretariat will present the status of the production of the four scientific assessment reports, two overview reports and other products that are due to be completed by the end of 2015 for WG consideration.

6.a. Scientific assessment reports (short status update)

- Short-Lived Climate Forcers (SLCF) – Black Carbon and tropospheric ozone
- Short-Lived Climate Forcers (SLCF) – Methane
- Human health
- Radioactivity
- Unmanned Aircraft Systems (UAS)

6.b. Pollution issues 2015 overview report

6.c. Climate issues 2015 overview report

6.d. Other products (translations, etc.)

7. Deliverables for the AC 2017 meeting (3 h)

The Secretariat will present a plan for the production during 2016/2017 of the reports and products arising from the ongoing assessments including the AACA reports for WG consideration.

7.a. SWIPA, including AFS and future Freshwater projects

7.b. Arctic Ocean Acidification (AOA)

7.c. Chemicals of emerging concern assessment and micro plastics

7.d. Biological effects assessment

7.e. Tentative production line for all the AMAP products including AACA and ARR

1730 End of day 2

Tuesday 15th September 0900:

8. AMAP Workplan 2017-2019 (1 h)

The WG is invited to present suggestions for work to be included under the AMAP workplan for 2017-2019. A short report from the meeting with ICES to prepare a Central Arctic Ocean Assessment (CAOA) will be presented.

9. Cooperation with ACS, AC/WGs and AC Task Forces (1.5 h)

The WG will consider ongoing activities and plans for cooperation with other AC bodies including preparation for the joint meeting with ACAP, AMAP, CAFF and PAME

10. Information from Observers (1.5 h)

The Observers are invited to present information about the status of work performed and planned for the next years that are of special relevance to ongoing AMAP work. More detailed information are welcomed in a handout about your National Implementation Plan (NIPs) or introduced into the AMAP Project Directory.

11. Brief updates (2 h)

Updated information since the HoDs meeting in June concerning the status of and plans for work relating to the following activities will be presented and discussed. Delegations are invited to introduce information concerning updating of their NIPs for AMAP and/or SAON.

11.a. SAON

11.b. EU-PolarNet

11.c. Cooperation with International Organizations

11.d. AMAP Monitoring Guidelines

11.e. AC WG Handbook

11.f. Update on National Implementation Plan (NIPs), data reporting and QA/QC issues

11.g. Polar Data Forum

11.h: Workshop on Integrated Ecosystem Assessment for the Central Arctic Ocean (WKICA)

11.i: Task Force on Arctic Marine Oil Pollution Prevention (TFOPP)

11j: Arctic Report Card

12. Actions arising from the WG29 meeting and Progress Report to the SAO meeting in October (1 h)

The WG will review the actions arising from the WG29 meeting and the content of the (two-page) AMAP progress report to be delivered to the October SAO meeting.

13. Any other business (20 min)

WG participants are invited to raise any other topics or information that may be of interest to the WG.

14. Next HoD and WG meeting (10 min)

Countries are invited to propose arrangements for the next AMAP HoDs and WG meetings.

15. End of meeting (5 min)

1730 End of AMAP WG meeting

1830 – 2030 Reception at the Fram Center

Annex 2 – List of Participants at the 29th Meeting of the AMAP Working Group

AMAP 29th Working Group Meeting, Tromsø, Norway, 13-16 September, 2015

*) Will only Participate at Joint Meeting

***) Will not be able to participate at the Joint Meeting

List of Participants:

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Annex 3 – List of Documents for the 29th Meeting of the AMAP Working Group

Decision and/or Action = D/A

For information = Info.

For Discussion = Disc.

Agenda item	Documents	Action Requested	Who
1. Opening of the 29th WG meeting	AMAP WG29/1/1 draft annotated agenda (wg29-1-1 Draft annotated agenda)	Info.	
	AMAP WG29/1/2 draft list of documents (wg29-1-2 draft list of documents)	Info.	
	AMAP WG29/1/3 draft list of participants (wg29-1-3 draft list of participants)	Info.	
2. Welcome statement and practical information			
3. Follow up Actions from previous meetings	AMAP WG29/3/1 Completion of WG and HoDs meeting Actions since WG28 (wg29-3-1 Progress on actions)	D/A	SW
4. AACA	4a. AMAP WG29/4a/1 AACA regional work status and progress (wg29-4a-1 regional status_final)	D/A	JLF/TA/JRL
	AMAP WG29/4a/2 AACA national funding overview (wg29-4a-2 AACA funding)		
	4 b. AMAP WG29/4b/1 AACA pan-Arctic report (wg29-4b-1 pan-Arctic report proposal_final)	D/A	JLF
5. AMAP Communication and outreach. Needs and strategy	AMAP WG29/5/1 AMAP Media Communication Needs 2015-2017 (wg29-5-1 AMAP media needs 2015-2017)	D/A	LOR
	AMAP WG29/5/2 ArcticNet ASM2015: Call for Abstracts and 3rd Announcement (wg29-5-2 ArcticNet ASM2015)	Info.	

6. Status for the production of the 2015 assessments	AMAP WG29/6/1 Status of Production of Assessment Reports (wg29-6-1 report production status)	Info.	SW
	AMAP WG29/6/2 <i>Arctic Pollution Issues 2015</i> Overview Report: Preliminary Layout(wg29-6-2 arctic pollution issues preliminary layout)	D/A	SW
	AMAP WG29/6/3 <i>Arctic Climate Issues 2015</i> Overview Report: Preliminary Layout (wg29-6-3 arctic climate issues preliminary layout)	D/A	SW
7. Deliverables for the AC 2017 meeting	7a. SWIPA Update AMAP WG29/7a/1 AMAPSWIPA Follow-up: Report outline (wg29-7a-1 swipa)	Info.	JRL
	7b. Arctic Ocean Acidification (AOA): Status (The document will be uploaded during the weekend)	D/A	JRL
	7c. AMAP WG29/7c/1 Chemicals of Emerging Concern Assessment: Status Update (wg29-7c-1 chemicals of emerging concern)	D/A	SW
	7e. AMAP WG29/7e/1 Planning production of 2017 Assessment Reports (wg29-7e-1 report production planning)	D/A	SW
	AMAP WG29/7e/1-add Report production planning proposal (wg29-7e-1 add report production planning chart)	D/A	SW
	8. AMAP Workplan 2017-19		
9. Cooperation with ACS , AC/WGs and ACTF, including status for the Open Access etc.	AMAP WG29/9c/1 Scientific Cooperation Task Force (WG29-9c-1 sctf)	Info. for AMAP HoDs and PPs only	JRL
	AMAP WG29/9c/2 AMAP activities on marine-related issues(wg29-9-2 marine)	Disc.	JRL
10. Information from Observers			

11. Brief updates	11a. AMAP WG29/11a/1 Sustaining Arctic Observing Networks (SAON): Status (wg29-11a-1 SAON)	Info.	JRL
	11b. AMAP WG29/11b/1 Information material to AC Secretariat on EU-PolarNet (wg29-11b-1 EU PolarNet information material)	Info.	JP
	AMAP WG29/11b/2 Draft proposal for first EU-PolarNet stakeholder workshop (wg29-11b-2 EU_PolarNet workshop proposal)	D/A	JP
	AMAP WG29/11b/3 Horizon 2020 Work Programme 2016-17: Arctic Component (wg29-11b-3 H2020)	Info. for AMAP HoDs and PPs only	JRL
	11c. AMAP WG29/11c/1 Cooperation with International Organizations (wg29-11c-1 AMAP-internal cooperation updated)	Info.	SW
	11d. AMAP WG29/11/d/1 Development of the AMAP Monitoring Guidelines (wg29-11d-1 monitoring guidelines)	Disc.	LOR
	11e. AMAP WG29/11e/1 Draft Arctic Council Working Group Handbook (wg29-11e-1 draft handbook aug2015)	D/A	SW
	11f. AMAP WG29/11f/1 International Polar Data Forum (II) (wg29-11f-1 pdf)	Info.	JRL
	11h. AMAP WG29/11h/1 Workshop on Integrated Ecosystem Assessment for the Central Arctic Ocean (WKICA) (wg29-11h-1-wkica)	Disc.	JRL
	11i. AMAP WG29/11i/1 Arctic Council Task Force on Arctic Marine Oil Pollution Prevention (TFOPP) (wg29-11i-1-tfopp)	Disc.	JRL
	11j. AMAP WG29/11j/1 Arctic Report Card(wg29-11j-1 arc)	Info.	JRL

12. Report to the SAO meeting in October and List of Actions from this meeting			
13. Any other business			
14. Next HoD and WG meeting			
15. End of meeting			

Annex 4 – List of Actions Agreed at the 29th Meeting of the AMAP Working Group

No	Agenda/discussion	Action	For	By
1	Joint WG meeting	Prepare an article for ACS on AMAP perspectives on items addressed at joint meeting and value of joint meeting	Secretariat	Soon after joint wg meeting
2	4. AACA	AACA Pan-Arctic synthesis report: <ul style="list-style-type: none"> - redraft agreements - nomination - outline/contents 	???	Nominate by 15 October; TOC and other comments by 25 September
3	4. AACA	Circulate the draft timeline on the AACA presented by Tom at the meeting so we can reply to the document.	Secretariat	ASAP

4	4. c. Cooperation with other initiatives/organizations (IIASA, ARR, AEC, AFS etc.)	Clarification regarding the funding of the production of the ARR report	Board	Before next HoDs meeting
5	5. C&O, assessment production/delivery	Prepare plans for possible AMAP organized science-policy dialog conference in 2017 (incl. possible interest from other WGs)	Secretariat	Before next HoDs meeting
6	5. C&O	Identify/nominate national C&O experts	HoDs/PPs/Observers	ASAP
7	5. C&O	Follow-up communications with NCM to define their needs associated with AMAP contribution to COP21 pavillion	Secretariat	Very urgent
8	5. C&O	Follow-up with UN ECE regarding possible request that AMAP contribute to Batumi conference	Secretariat	ASAP
9	5. C&O	Notify Secretariat of national needs for copies of AMAP reports currently under production	HoDs	End September
10	5. C&O	Arrange meeting between AMAP Board and ACS to discuss C&O possibilities	Board	ASAP

11	6. Assessment report production	Provide any outstanding comments to Arctic Pollution Issues report (written proposals for text revisions)	HoDs/PPs	25 September
12	6. Assessment report production	Provide any outstanding comments to Arctic Climate Issues report (written proposals for text revisions)	HoDs/PPs	2 October
13	6. Assessment report production	Send all HoDs version of Arctic Climate Issues with BC-O3 lead (AS) mark-up	Secretariat	During meeting
14	6. Assessment report production	Following handling of comments, send revision-marked version of texts of API and ACI overview reports to HoDs	Secretariat /Overview report authors	ASAP (October)
15	6. Assessment report production	Following handling of comments, send updated layouts of overview reports to HoDs	Secretariat	ASAP (October/November)
16	6. Assessment report production	A list of experts involved in the assessment to be provided	Secretariat	ASAP
17	6. Assessment report production	Inform the Secretariat about the numbers of copies of the scientific and overview reports that they would require for national distribution	HoDs	ASAP
18	6. Future report production planning	Update scheduling timeline on a continuing basis as new information becomes available	Secretariat	Ongoing
19	6. Future report production	Develop proposal on mechanics of process for HoDs to follow	Secretariat	Before next HoDs

	planning	different parts of report production process		meeting
20	6. Future report production planning	Clarify needs with respect to ARR production (resources available for coordination / practical (consultants?) work / financial)	Sweden/US	1. October
21	6. Future report production planning	Circulate final versions of the overview reports to HoDs for their consensus approval before the reports go to print	Secretariat	ASAP
22	7. a. Freshwater synthesis	Address outstanding action regarding development of freshwater strategic plan (as input to Finnish Chairmanship discussions) building on FS report and other relevant project work/proposals	Canada, Finland, USA	ASAP
23	7.b. Arctic Ocean Acidification	Update expert list and circulate to HoDs	Secretariat	End October
24	7. c. Chemicals of emerging Arctic concern	Fast track delivery of relevant data from AMAP chemicals of emerging Arctic concern assessment to Stockholm Convention POPs Review Committee (POPRC) (especially short-chained chlorinated paraffins (SCCPSs) which would be sent as un-reviewed information)	Secretariat/POPs EG	ASAP (before POPRC meeting (Oct 19-23 2015))
25	7. c. Chemicals of emerging Arctic concern	Notify if any objections to inclusion of their national data as unreviewed information on short-chained chlorinated paraffins (SCCPSs) sent to POPRC (related to previous)	HoDs	Before previous
26	7. c. Chemicals of emerging Arctic concern	Conduct a national review on the draft assessment, focussing on chapter ???	HoDs	15 th October

27	7. c. Chemicals of emerging Arctic concern	Nominate potential peer reviewers	HoDs	15 th November
28	8. Work Plan 2017-19	Establish a think tank to develop Work Plan	HoDs/PPs	End of September
29	9. Arctic Report Card	Nominate peer-reviewers	HoDs/PPs	25th September
30	9. Marine topics	AMAP Board in cooperation with the other WGs, formulate a plan on marine topics that can be presented to the SAOs	Cross working group dialogue/ Board	Beginning of October
31	11. Brief updates/EU PolarNet	Inform SDWG about the workshop in Fairbanks, Alaska, USA.	Secretariat	ASAP
32	11. Brief updates/ Cooperation with International Organizations	Inform WG on discussion with the Convention on Long-range Transboundary Air Pollution (CLRTAP)	WG Chair	On-going
33	11. Brief updates/ Cooperation with International Organizations	Request more information on the commitments that would be expected if AMAP were to become a member of the UNEP mercury partnership.	WG Chair	1st January
34	11. Brief updates/AC WG Handbook	Finalise the handbook	MSO	Before the SAO meeting in October
35	11. Brief updates/Update on National Implementation Plan (NIPs), data reporting and	Looking into possibilities to financially support the shipment of inter-calibration samples.	HoDs	1st January

	QA/QC issues			
36	12. Actions arising from the WG29 meeting and Progress Report to the SAO meeting in October	Circulate list of actions	Secretariat	ASAP
37	12. Actions arising from the WG29 meeting and Progress Report to the SAO meeting in October	Circulate Progress Report to the SAOs meeting in Anchorage in October	Secretariat	ASAP
38	12. Progress reporting to SAOs	Prepare two-pager on AACA (updated information on progress/plans) and send to SAOs as input for Oct SAO meeting	Secretariat	18 th September
39	12. Progress reporting to SAOs	Send 1-pager conclusions and recommendations of AMAP SLCP assessments to SAOs as input for Oct SAO meeting discussions on plans for AC SLCP EG	Secretariat	18 th September