



# Secretariat of the Basel, Rotterdam and Stockholm Conventions

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## Training of potential chairs for meetings of Basel, Rotterdam and Stockholm conventions and Minamata Convention and SAICM

1-3 February 2017

Berlin, Germany

Tentative agenda



Day I

### Opening

8:30

**Registration of participants**

**Welcome and opening remarks**

Mr. Rolph Payet, Executive Secretariat, BRS Secretariat

**Introduction and objectives of the training workshop**

Ms. Anne Daniel, General Counsel, Department of Justice, Canada

Ms. Tatiana Terekhova, Programme Officer, BRS Secretariat

**Introduction: Overview of the BRS architecture**

Morning session  
9:00-12:30

**Key institutions of BRS Conventions and actors at BRS meetings:**

- Roles and mandates
- Governing and subsidiary bodies
- Procedural matters
- Conduct of business
- Functions and services of the Secretariat in supporting Presidents/Chairs of meetings

Ms. Tatiana Terekhova and Ms Carla Valle-Klann, BRS Secretariat

*Coffee (10:30-11:00)*

## Session I: Chairing a plenary and subsidiary bodies

### Simulation exercise 1: Chairing in a plenary

Introduction to the exercise

All Groups: Adoption of the agenda

12:30-14:00

Lunch

### Panel discussion I: Basic principles of chairing and role of the chair

- Procedural aspects
- Substantive aspects
- Multicultural aspects
- Gender

Facilitator (tbd)

Presentations and panel discussion with regional experts

Afternoon session  
14:00-17:30

Coffee (15:15-15:30)

### Simulation exercise 2: Practising chairing based on basic principles

Introduction to the exercise

Group 1: Chairing ICC

Group 2: Chairing POPRC

Group 3: Chairing CRC

Wrap-up and assessment of the first day

Reception 18:00 (time to be confirmed)



## Day 2

## Session II: CoResolve Participative Leadership

“Check In”

Facilitators: Ms. Myrna Lewis and Ms. Aftab Erfan, Deep Democracy (for day 2)

Morning session  
9:00-12:30

Introduction to the CoResolve Participative Leadership

Teaching of decision-making and how resistance can be recognised

Coffee (10:30-10:45)

Teaching on how to conduct a meeting

12:30-14:00	Lunch
Afternoon session 14:00-17:30	Exercises in the working groups
	Learning how to resolve tension and conflict - Experiential learning in dyads <b>(“working style” coffee )</b>
	Theory in relation to group dynamics
	Recognising communication problems
	Closure - Experiential process



## Day 3

### Session III: Chairing contact groups

Morning session 9:00-12:30	<p><b>Panel discussion 2: Managing Contact Group Discussions</b></p> <ul style="list-style-type: none"> <li>• how to approach negotiating text</li> <li>• whether, when and how to use the screen for negotiating</li> <li>• role of [ ] and clean text</li> <li>• tried and true compromise language</li> </ul> <p><i>Facilitator:</i> Ms. Anne Daniel, Canada <i>Panelists:</i> regional experts</p>
	<p><b>Coffee (10:15-10:30)</b></p>
	<p><b>Simulation exercise 3: Managing Contact Group Discussions</b></p> <p>Introduction to the exercise</p> <p>Group 1: Illegal traffic under the Basel Convention Group 2: Regional delivery for the implementation of the Basel, Rotterdam and Stockholm Conventions Group 3: Minamata Convention (tbc)</p>

12:30-14:00	Lunch
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### Session IV: Techniques for handling difficult situations

Afternoon session	<b>Simulation exercise 3 (cont.)</b>
	<b>Coffee (15:30-15:45)</b>
	Evaluation

**14:00-17:00**

Take home messages

Conclusions and closure

**Closing session**