

The Fourteenth Session of the Intergovernmental Meeting
on the Acid Deposition Monitoring Network in East Asia
26-27 November 2012, Yangon, Myanmar

REPORT OF THE SESSION

I. Introduction

1. The Intergovernmental Meeting (IG) on the Acid Deposition Monitoring Network in East Asia (EANET) held its Fourteenth Session (IG14) in Yangon, Myanmar on 26 - 27 November 2012.
2. Representatives of the participating countries, namely Cambodia, China, Indonesia, Japan, Lao PDR, Malaysia, Mongolia, Union of Myanmar, Philippines, Russia, Thailand and Vietnam participated in the Session. Experts from the following organizations attended the Session, namely Kanazawa University, Norwegian Institute for Air Research (NILU)/Chemical Coordinating Center (CCC) of Co-operative Programme for Monitoring and Evaluation of the Long Range Transmission of Air Pollutants in Europe (EMEP), and United Nations Environmental Programme (UNEP). Some observers attended the Session as well. The List of Participants is attached as Annex 1.

II. Opening of the Session (Agenda Item 1)

3. H.E. U Nyan Htun Aung, Union Minister for Ministry of Transport, Republic of the Union of Myanmar delivered Welcome and Opening Address to open the Session. His Excellency expressed his great honor and pleasure to host the IG14 on the EANET. He mentioned about Myanmar's participation in the EANET since 1999 and became a participating country in 2005. The Department of Meteorology and Hydrology (DMH) designated as the Myanmar National Focal Point and National Center for the EANET has been working in cooperation with and supported by the Secretariat and the Network Center (NC) for the EANET to strengthening the capacity of Myanmar to monitor the status of acid deposition and air quality. He also delivered the commitment of the President of the Republic of the Union of Myanmar to seek the economic development in parallel with the environmental conservation and to actively take part in all kinds of environmental monitoring tasks.
4. On behalf of the Secretariat, Dr. Jonathan Shaw, Deputy Director of Regional Resource Centre for Asia and the Pacific (RRC.AP), delivered the Opening Remarks. He expressed his sincere gratitude to the Government of the Republic of the Union of Myanmar for hosting the IG14. He mentioned the success of United Nations Conference on Sustainable Development (Rio+20) held last June in Rio de Janeiro, Brazil and a significant contribution to Rio+20 of the Fifth Global Environment Outlook (GEO5). He informed the Session about

the on-going Eighteenth Conference of the Parties of United Nations Framework Convention on Climate Change (UNFCCC) being held concurrently in Doha, Qatar. He congratulated the EANET for the successful operation of the Instrument for Strengthening the Acid Deposition Monitoring and the IG14 was the first formal Intergovernmental Meeting after the Instrument was operational and wished the IG14 a fruitful discussion and a success.

5. Subsequently, Dr. Supat Wangwongwatana, Coordinator of the Secretariat for the EANET, gave a brief history of the EANET. He mentioned that acid deposition is transboundary in nature which can occur at a substantial distance from the original sources of emissions of acidic substances and regional cooperation and collaboration are essential to address the acid deposition problems in the region. Various countries in East Asia have worked together since early 1990 to establish the EANET. The Instrument for Strengthening the EANET was adopted in 2010 and was operational on 1st January 2012. The financial arrangement of the EANET is based on voluntary financial contribution from the participating countries and burden sharing practices in the United Nations system to fund the activities of the Secretariat and the NC. The participating countries are responsible for national monitoring activities within the country.
6. The representative of Russia, Mr. Yury V. Peskhov, Head of Environmental Pollution Monitoring Department, Federal Service for Hydrometeorology and Environmental Monitoring (Roshydromet) has officially presented to the Secretariat the original signed page of the Instrument of Russia signed on 1 September 2012 by the Head of Roshydromet on behalf of the Government of Russian Federation. Mr. Peskhov confirmed the high value of the Instrument in strengthening the EANET.

III. Election of Officers (Agenda Item 2)

7. The Session elected Dr. Hrin Nei Thiam, Director General of DMH, Ministry of Transport, Republic of the Union of Myanmar, as Chairperson of the Session, Atty. Juan Miguel T. Cuna, Director of Environmental Management Bureau, Department of Environment and Natural Resources, Philippines, and Ms. Araya Nuntapotidech, Deputy Director General, Pollution Control Department, Thailand, as Vice-Chairpersons, and Mr. Yury V. Peshkov, Head, Environmental Pollution Monitoring Department, Federal Service for Hydrometeorology and Environmental Monitoring (Roshydromet), Russian Federation as Rapporteur.

IV. Adoption of the Agenda (Agenda Item 3)

8. The Session considered the Provisional Agenda (EANET/IG 14/3/1) proposed by the Secretariat and the NC. It was proposed to move the issue on Proposal for an Asia Science Panel on Air Quality (ASPAQ) from Agenda Item 13 to Agenda Item 12 since ASPAQ is not the EANET activity therefore it is more appropriate to discuss this issue in Agenda Item 12 on

Updates on Activities of Other International Programs related to Acid Deposition and Transboundary Air Pollution. The Session adopted the Agenda of the Session as proposed (EANET/IG 14/3/1) with the proposed amendment.

V. **Consideration on the Draft Report on the Progress of the Acid Deposition Monitoring Network in East Asia (EANET) since the Thirteenth Session of the Intergovernmental Meeting (IG13) and the Draft Financial Report of the Secretariat and the Network Center in 2011 (Agenda Item 4)**

9. The Secretariat and the NC presented the Draft Report on the Progress of the Acid Deposition Monitoring Network in East Asia (EANET) since the Thirteenth Session of the Intergovernmental Meeting (IG13) (EANET/IG 14/4/1) and the Draft Financial Report of the Secretariat and the Network Center in 2011 (EANET/IG 14/4/2). The Session was invited to review and endorse the reports.

10. Major points of discussion were as follows;

- Russia informed the Session that Russia will make financial contribution to the Secretariat and the NC for 2012 before the end of this year and emphasized that the requested financial contribution amounts from the participating countries should be in accordance with the “Procedures and Guidelines for Voluntary Financial Contributions to the EANET for 2011-2013” adopted at the Twelfth Session of the Intergovernmental Meeting (IG12) in November 2010.
- Indonesia reconfirmed the status of the progress of the possible signing of the Instrument as contained in the letter dated 7 August 2012, and stressed that it stands ready to continue working for the EANET as a participating country. Indonesia appreciated the Secretariat and the NC for the fruitful discussion held between the two sides, which helped the Indonesian delegations to better understand the nature of the EANET and its basic documents, including the Instrument. The necessary national processes for possible signing are undertaken and Indonesia will inform the outcome of Indonesia's consideration to the Secretariat in due course.
- China affirmed that it attaches a great importance on the international environmental cooperation. China will make efforts to support the EANET, considering the voluntary financial contribution principle. With regard to the current financial status of the EANET, China is considering to increase the amount of financial contribution to the EANET and in-kind contribution, such as hosting the EANET technical meeting e.g. Senior Technical Managers' Meeting (STM).
- The Session decided that the public awareness activities of the Secretariat will be postponed to 2013.
- Vietnam informed the Session that Vietnam will make financial contribution of US\$1,900

to the Secretariat which will be for 2 years (2011 and 2012).

- Japan informed the Session that Japan will coordinate with the Secretariat to make financial contribution for 2012 in the beginning of next year.
- It was highlighted that sharing the status of readiness for financial contribution for the Secretariat and the NC from each country is useful for the Secretariat and the NC to plan the implementation of the approved Work Program.
- It was suggested that saving of the Secretariat should be used for emergency purposes.
- Myanmar informed the Session that Myanmar will make financial contribution before the end of this fiscal year.

11. The Session endorsed both reports.

VI. Consideration on the Draft Report on the Review of the Performance of the Secretariat and the Network Center (2010-2011) (Agenda Item 5)

12. The Secretariat and the NC presented the Draft Report on the Review of the Performance of the Secretariat and the Network Center (2010-2011), respectively (EANET/IG 14/5/1 and EANET/IG 14/5/2, respectively). The Session was invited to review and endorse the reports.

13. Major points of discussion were as follows;

- The NC clarified that the plan of individual trainings at the NC has been developed in accordance with the discussion with the participating countries and subject to the availability of fund.
- The streamlining of the report by the Secretariat as suggested by the Eleventh Session of the Working Group on Future Development of the EANET (WGFD11) was noted with appreciation and the Secretariat was requested to continue this streamline reporting practice.

14. The Session endorsed both reports.

VII. Consideration of the Report on the Outcomes of the Twelfth Session of the Scientific Advisory Committee in 2012 (SAC12) (Agenda Item 6)

15. Dr. Sergey A. Gromov, Chairperson of the Scientific Advisory Committee (SAC), presented the Report on the Outcomes of the Twelfth Session of the Scientific Advisory Committee (SAC12) in 2012 (EANET/IG 14/6). The Session was invited to review the report, provide guidance for further development of the activities of the SAC, and endorse the report.

16. The Session endorsed the report.

VIII. Consideration on the Implementation of the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET) (Agenda Item 7)

17. The Secretariat made presentation on the Implementation of the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET) (EANET/IG 14/7/1) and the Draft Resolution on the Encouragement of the Participating Countries of the EANET to sign the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET) (EANET/IG 14/7/2) for encouraging the countries not yet able to sign the Instrument to do so as soon as possible. The Secretariat also made the presentation on the issue of renaming the Sessions of the Intergovernmental Meeting (IG), the Scientific Advisory Committee (SAC), and the Senior Technical Managers' Meeting (STM) (EANET/IG 14/7/3). The Session was invited to review and make comments, guidance, and decision, as appropriate.
18. Major points of discussion on the Implementation of the Instrument for Strengthening the EANET were:
- China made statements on the efforts of the Government of China in improving the air quality in the country and in the region, as follows,
 - The significant reductions of total volume of various pollutant emissions were treated as the mandatory indicators of economic and social development.
 - By the end of the Eleventh Five Year Plan in 2010, the total emission volumes of COD and sulfur dioxide have been reduced by 12.45% and 14.29%, respectively, and the average concentrations of sulfur dioxide, nitrogen dioxide, PM have decreased by 23.9%, 9.7%, and 16.8%, respectively, at the county level and above cities in the period.
 - In the period of the Twelfth Five Year Plan (2011-2015), Chinese central government has confirmed that major environmental targets including the energy consumption of GDP per capita and CO₂ emission will be significantly decreased, and total emission volumes of major pollutants are to be cut greatly, biological environment is to be improved significantly, etc. In accordance with the targets, the four major pollutants, namely COD, sulfur dioxide, ammonia nitrogen, nitrogen oxides, have been included into mandatory indicators, the total emission volumes are to be decreased by 8% and 10% respectively.
 - As the responsible and large country in terms of environmental issues, China has been making efforts by its own action to reduce the impact of air pollutants to the region.

- It was pointed out that paragraph 14 of EANET/IG 14/7/1 should be consistent with the current status of the Secretariat and Item 11 of the Instrument.
 - It was clarified that UNEP has been the Secretariat for the EANET as designated by the Second Session of the Intergovernmental Meeting (IG2) on the EANET in 2000 and the implementation of the Secretariat's function has been delegated to the Regional Resource Centre for Asia and the Pacific (RRC.AP) at the Asian Institute of Technology (AIT).
 - One country suggested that the nature of involvement of the countries that are unable to sign the Instrument may be discussed at the next IG Session, as appropriate.
19. Major point of discussion on the Draft Resolution on the Encouragement of the Participating Countries of the EANET to sign the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET) was as follows:
- It was suggested that the resolution should not be specifically only on the signing or not signing of the Instrument but should cover broader issues of the implementation of the Instrument.
20. Based on the request of the Session, the Secretariat together with interested participating countries prepared the revised draft Resolution for the consideration of the Session accordingly.
21. The Session adopted the revised draft Resolution which was changed from the Draft Resolution on the Encouragement of the Participating Countries of the EANET to sign the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET) to the Draft Resolution on the Encouragement of the Participating Countries of the EANET to Effectively Implement the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET) and is attached as Annex 2.
22. The Session decided that the numbering of the Sessions of the Intergovernmental Meeting (IG), the Scientific Advisory Committee (SAC), the Working Group on Future Development of the EANET (WGFD) and the Senior Technical Managers' Meeting (STM), should continue from their previous Sessions (Option 1).

IX. Consideration on the Future Development of the EANET (Agenda Item 8)

23. The Secretariat made a presentation on the Future Development of the Secretariat (EANET/IG 14/8/1), including the draft Terms of Reference for the Working Group on Future Development of the EANET (2013-2015) (EANET/IG 14/8/2). The NC made a presentation on the Future Expansion of the Scope of the EANET (EANET/IG 14/8/3), including the possible way to make use of the review on the status of air pollution in East Asia to be conducted by the Task Force on Research Coordination, and the recommendations of the

Executive Summary of the Second Periodic Report on the State of Acid Deposition in East Asia (PRSad2) related to the future development of the EANET. The Session was invited to discuss, provide comments and guidance, and decide, as appropriate.

24. Major points of the discussion on the Future Development of the Secretariat for the EANET were as follows;
 - It was pointed out that there is a missing link on the arrangement of the EANET Secretariat at RRC.AP between UNEP and AIT, which should be taken care of by a supplementary arrangement on a temporary basis by them under the new MoU between UNEP and AIT in 2011.
 - It was reconfirmed that UNEP is the Secretariat of the EANET as designated by the IG2 on the EANET in 2000 and accepted by the UNEP Executive Director and it was noted that UNEP expressed its willingness to cooperate with participating countries at the WGFD11.
25. The Session tasked the Secretariat to prepare a review report on the future arrangement of the Secretariat taking into account the new MoU between UNEP and AIT in 2011 for the review and discussion of the Twelfth Session of the Working Group on Future Development of the EANET (WGFD12) and subsequent consideration and decision of the Fifteenth Session of the Intergovernmental Meeting (IG15) on the EANET in 2013. The elements in the review report should include financial, administrative, and legal arrangements; implication and impacts that may arise; efficiency; advantage; and disadvantage of different options. The Session also suggested that the review report should focus on Option 1 and Option 2 with the consideration of Option 3 if it deems necessary.
26. On the Terms of Reference for the WGFD of the EANET (2013-2015), it was suggested to remove the wording of “the implementation of” in paragraph 4.1(b) and that in the Session of the WGFD in 2015 the consideration on the future expansion of the scope of the EANET will be as appropriate.
27. The Session adopted the draft Terms of Reference for the WGFD of the EANET (2013-2015) as amended by the Session, and is attached as Annex 3.
28. Major points of the discussion on the Future Expansion of the Scope of the EANET were as follows;
 - It was reconfirmed that the enhanced activities within the present scope and the future expansion of the scope of the EANET should be done in a stepwise manner.
 - It was noted that the present scope of the EANET can cover a broad range of activities as presented by the NC.
 - It was pointed out that monitoring of ozone and PM_{2.5} is important to improve

understanding of acid deposition and human health impacts.

- One country suggested that impacts of air pollutants on climate change should be also considered as the future activities of the EANET.
- It was also noted that it is important to distinguish the activities which can be implemented within the present scope and the activities which require scope expansion in the discussion of this issue.
- Some countries supported the inclusion of monitoring of some additional air pollutants, i.e. ozone and particulate matter (PM), while others pointed out there will be technical and financial difficulties in monitoring of such pollutants in the near future.
- Some countries expressed their concern that expansion of the scope will increase the financial burden of the participating countries and the EANET should still focus on monitoring of acid deposition and its capacity building.
- One country expressed its views that the following points should be included in the future document on the future expansion of the scope of the EANET,
 - In order to make sure that participating countries could seek tangible supports from the network, efforts should be made to implement the activities within the present scope.
 - The direction of the expansion could be discussed based on the common beneficial principle considering the different stages of development of the participating countries in order to achieve major objectives of the EANET to contribute to avail acid deposition issues in East Asia.
 - The promotion of technology cooperation, information exchange, and experiences sharing on air pollution control in the region utilizing the network for such a platform, will be considered as one of the options on the future expansion of the scope.

X. Consideration on the Draft Revised Guidelines on Administrative and Financial Management for the Secretariat and the Network Center (Agenda Item 9)

29. The Secretariat and the NC made presentations on the Draft Revised Guidelines on Administrative and Financial Management for the Secretariat and the NC (EANET/IG 14/9) including the Draft Criterion for uploading priority documents to the EANET website. The Session was invited to discuss, make comments and guidance, and approve the draft Revised Guidelines.
30. Major points of the discussion were as follows;
- It was suggested to move the second sentence of paragraph 72 to be the first sentence of the paragraph.

- One country suggested that the minimum amounts for the voluntary financial contribution from 2016 (in paragraph 56) should not be specified for the time being since it will have to be considered together with the next MTP for the EANET (2016-2020).
- It was suggested to add one paragraph under I.2 Working Procedure as follows,

“Guiding Principle

18. In principle, the Secretariat and the Network Center will carry out works in accordance with Item 11 and Item 13 of the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET) and the decisions of the IGs. The Secretariat and the NC will also carry out works upon requests made by the participating countries.”

31. The Session approved the Draft Revised Guidelines on Administrative and Financial Management for the Secretariat and the Network Center (EANET/IG 14/9) as amended by the Session and is attached as Annex 4 with the provision that it will be reviewed every two years.

XI. Consideration on the Proposal for an Advisor for the Secretariat for the EANET (Agenda Item 10)

32. The Secretariat presented the Proposal for an Advisor for the Secretariat for the EANET (EANET/IG 14/10), including the draft Terms of Reference (ToR) of an Advisor for the Secretariat for the EANET and the Process for the Recruitment and Appointment of an Advisor for the Secretariat for the EANET. The Session was invited to review, make comments and provide guidance, and approve the proposal, including the ToR and the Process for the Recruitment.

33. Major points of discussion were as follows;

- Some countries suggested that discussion on this issue should be made along with the future arrangement of the EANET Secretariat.
- Some countries pointed out that the Secretariat can submit a proposal for the consideration of the IG.
- It was pointed out that if there is a need by the Secretariat for an advisor, the Secretariat could make such a proposal for an advisor on an ad hoc basis for the consideration of the IG.

34. Since there were still many different views among the participating countries on the proposal, the proposal was withdrawn by the Secretariat.

XII. Consideration on the Draft Work Program and Budget of EANET in 2013 (Agenda Item 11)

35. The Secretariat and the NC presented the Draft Work Program and Budget of EANET in 2013 (EANET/IG 14/11). The Session was invited to discuss, review and approve the draft Work Program and Budget of the EANET in 2013.
36. Major points of discussion were as follows;
- One country emphasized the importance of public awareness activities of the EANET in the implementation of the MTP and suggested to reallocate the proposed Secretariat budget for capacity building for information and communication technologies for the EANET to the promotion of public awareness.
 - Some countries suggested the timing for holding the Thirteenth Session of the Scientific Advisory Committee (SAC13) in 2013 should be made flexible and the Fourteenth Senior Technical Manager's Meeting (STM14) in 2013 should be held earlier.
 - Thailand informed the Session on its readiness to make financial contribution to the Secretariat budget and the NC core budget for 2013 and requested the official letter requesting for financial contribution to be sent from the Secretariat as soon as possible so that the contribution will be made in due course according to its financial plan.
37. The Work Program and Budget of the EANET in 2013 was approved with modifications made by the Session and is attached as Annex 5.

XIII. Updates on Activities of Other International Programs on Acid Deposition and Transboundary Air Pollution (Agenda Item 12)

38. Dr. Kjetil Tørseth, Head of the EMEP Chemical Coordinating Centre (EMEP-CCC), Director, Department of Atmospheric and Climate Research, Norwegian Institute for Air Research, Norway (NILU), presented activities ongoing under the Convention on Long-range Transboundary Air Pollution of relevance for the EANET. In particular, he presented the recent revision of the Gothenburg Protocol setting new emission ceilings for its Parties to be achieved by 2020. The protocol addresses sulphur, nitrogen and VOCs, and has further been extended to include particulate matter and "black carbon". He also presented a recent trend assessment where results from nearly 40 years of the EMEP monitoring were presented. Finally he introduced the ongoing activities of the EMEP Task Force on Hemispheric Transport of Air Pollutants. Here, a number of initiatives are currently contributing to an assessment to be finalized by December 2014. Several of these activities will benefit from the involvement of the EANET, and specific ideas on joint activities were introduced. For additional information, please visit www.htap.org.

39. It was clarified that monitoring of black carbon is mandatory under the Gothenburg Protocol.
40. The Session expressed its appreciation to Dr. Kjetil Tørseth for his updated information.
41. Mr. Mylvakanam Iyngararasan, United Nations Environment Programme (UNEP), Nairobi, presented updated information on the progress in the implementation of Atmospheric Brown Clouds (ABC) programme and air pollution networks. Over the last 10 years, the ABC programme has been supporting the development of science and capacity to address the issues of ABCs. ABC has also been supporting the developing countries with implementation of emission reduction measures through testing and demonstration of emission reduction measures. In South Asia, implementation of Malé Declaration is progressing and some of the member countries have initiated financial contributions for the implementation of the Declaration. In Latin America and the Caribbean, Environment Ministerial meeting decided to develop a regional action plan for the air pollution issues. A draft of the regional action plan is being developed. In Africa, pilot testing of improved cooking and solar lighting package has been successfully completed. Local fabrication of the tested system is in progress. Need for an integrated approach for reducing the emissions of air pollutants was highlighted.
42. It was clarified that ABC programme would be pleased to collaborate with the EANET.
43. It was suggested that the collaboration with other networks might lead to an enhanced value of the EANET activities and the attraction of external supports from outside the EANET.
44. It was clarified that the success of the Malé Declaration is because of the organization of the stakeholder network which meets every two years.
45. The Session expressed its appreciation to Mr. Mylvakanam Iyngararasan for his updated information.
46. Prof. Katsunori Suzuki, Director of the Environmental Preservation Center, Kanazawa University and a Senior Fellow of the Institute for Global Environmental Strategies, made a presentation on the Asian Co-benefits Partnership (ACP). In his presentation, he briefly introduced the history of discussions on co-benefits approach and the launch of the ACP at the BAQ2010 in November 2010. He introduced the goal and functions, structure etc. of the Partnership. He introduced the new Work Plan 2012-2013 and its proposed collaborative projects, with emphasis on Short Lived Climate Forcers (SLCF).
47. The Session expressed its appreciation to Prof. Katsunori Suzuki for his updated information.
48. Prof. Katsunori Suzuki, Kanazawa University made a presentation on the “Proposal on an

Asia Science Panel on Air Quality” (ASPAQ) (EANET/IG 14/12), prepared by a Japanese research team. In his presentation, Prof. Suzuki pointed out the rapid increase in emissions of air pollutants in Asia and stressed the need to establish an epistemic community of Asian scientists to have common understanding among scientists and policy makers for adequate and timely actions. To this end, he proposed an Asia Science Panel on Air Quality and discussed various possible options for consideration by broad stakeholders.

49. The Session expressed its appreciation to Prof. Katsunori Suzuki for his presentation.
50. The participants of the Session were also invited to provide updates on activities of other international programs on acid deposition and transboundary air pollution, if any.
51. There was no other update provided by the participants of the Session.

XIV. Other Issues (Agenda Item 13)

52. The Session was invited to discuss and consider other issues to be raised by the participants, the Secretariat and/or the NC, if any.
53. One country proposed to present plaques of recognition/honorable award to the scientists, experts, and resource persons who have made great contribution to the EANET. The Session decided to task the Secretariat in consultation with the NFPs to prepare details on this issue for the review and discussion of the WGF12 and subsequent consideration and decision of the IG15.
54. One country suggested that the Secretariat and the NC should shorten the time on the presentation in order to leave more time for discussion.
55. There was no other issue raised by the Session.

XV. Consideration and Adoption of the Report of the Session (Agenda item 14)

56. The Report of the Session (EANET/IG 14/14) was considered and adopted.

XVI. Closing of the Session (Agenda Item 15)

57. The Session expressed its deepest gratitude to the Government of Union of Myanmar for hosting the IG14 and for assistances and hospitality provided. The Session also expressed its gratitude to the Chairperson, the Vice-Chairpersons, the Rapporteur, participants, and

representatives from international organizations, etc. on their efforts and cooperation.

58. The Chairperson closed the Session appreciating the participants, the Secretariat and the NC for their contributions.

Annex 1

LIST OF PARTICIPANTS

Participating Countries

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Annex 2

**RESOLUTION ON THE ENCOURAGEMENT OF THE PARTICIPATING
COUNTRIES OF THE EANET TO EFFECTIVELY IMPLEMENT THE
INSTRUMENT FOR STRENGTHENING THE ACID DEPOSITION
MONITORING NETWORK IN EAST ASIA (EANET)**

1. The Session of the Intergovernmental Meeting (IG) on the Acid Deposition Monitoring Network in East Asia (hereinafter referred to as “EANET”), on 26-27 November 2012 in Yangon, Myanmar;
2. **Emphasizing** that East Asia region is facing the risks of problems related to acid deposition and the EANET has played and will continue to play a critical role in addressing and tackling the acid deposition issues and the increasing risks caused by the interaction of acid deposition and other environmental issues to human health in the region;
3. **Acknowledging** that thirteen countries in East Asia are participating in the EANET and have been successfully working together to conduct acid deposition monitoring and other related activities for the EANET;
4. **Recalling** that the Twelfth Session of the Intergovernmental Meeting (IG12) on the EANET held in November 2010 in Niigata, Japan adopted the “Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET)” (hereinafter referred to as “Instrument”) by the DECISION 1/IG.12 and decided that the Instrument will become operational on the date on which all participating countries have signed it, or on 1st January 2012, whichever is earlier;
5. **Noting** that the Instrument became operational on 1st January 2012 although not all of the thirteen participating countries have signed the Instrument yet;
6. **Have agreed** on the resolution to encourage the participating countries of the EANET to effectively implement the Instrument as follows;
 - (1) **Welcomes** the efforts of the participating countries that signed the Instrument and their continuous cooperation with the EANET;
 - (2) **Appreciates and Welcomes** the willingness expressed by the participating country not yet able to sign the Instrument to continue participating in the joint activities of the EANET and its efforts to expedite its signing of the Instrument;

- (3) *Underscores* the importance of the signing and the implementation of the Instrument by all participating countries of the EANET to promote cooperation for the monitoring of acid deposition in East Asia and other related activities for the EANET;
- (4) *Encourages* all the participating countries of the EANET to sign the Instrument as soon as possible, if not done so, and to fulfill the commitment contained in the Instrument;
- (5) *Urges* the Secretariat, in collaboration with the Network Center, to provide support and facilitation to the participating countries for effective implementation of the Instrument including the signing of the Instrument; and
- (6) *Decides* that the implementation of the Instrument will be reviewed on a regular basis.

Annex 3

**TERMS OF REFERENCE FOR THE WORKING GROUP ON FUTURE
DEVELOPMENT (WGFD) OF THE ACID DEPOSITION MONITORING
NETWORK IN EAST ASIA (EANET) (2013-2015)**

1. Upon the expiration of the Terms of Reference (TOR) (2011-2012) of the Working Group on Future Development of the Acid Deposition Monitoring Network in East Asia (EANET) (hereinafter referred to as the “WGFD”) adopted at the Twelfth Session of the Intergovernmental Meeting (IG12) on the EANET and in line with the decision at the Session of the Intergovernmental Meeting (IG) on the EANET held on 26-27 November 2012, the WGFD is directed to be continued on an ad-hoc basis for the three years period of 2013-2015.
2. The members of the WGFD shall be nominated by the National Focal Points (NFPs) of the participating countries of the EANET, taking into account the issues to be discussed. In principle, two members of the WGFD shall be nominated by each participating country, one for discussions on policy and administrative aspects and the other for discussions on scientific and technical aspects. The NFPs are recommended to consult with national members of the SAC in nominating their WGFD members for scientific and technical aspects.
3. One Chairperson and two Vice-chairpersons will be elected at the first Session of the WGFD for three years term (2013-2015) of the WGFD sessions.
4. In principle, the WGFD shall, under the guidance of the Intergovernmental Meeting (IG), review and provide comments or recommendations as appropriate on the issues to be considered, endorsed, adopted, decided or approved by the Sessions of the IG and carry out the following tasks, to be more specific:

4.1 General Tasks

- (a) Review the implementation of the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET);
- (b) Review the Guidelines on Administrative and Financial Management for the Secretariat and the Network Center (NC) adopted at the Fourteenth Session of the Intergovernmental Meeting on (IG14) the EANET in 2012;
- (c) Review the Work Program and Budget, Progress Report, Financial Report and Audit Report for the IG’s adoption; and
- (d) Guide the Secretariat and the NC on public awareness and capacity building activities.

4.2 Specific Tasks

- (a) Review the draft Mid-Term Report on the implementation of the MTP for the EANET (2011-2015);
- (b) Review the draft Third Report for Policy Makers;
- (c) Review and discussion of the Draft Report of the Review on the Status of Air Pollution in East Asia;
- (d) Review the issues of the future development of the EANET, including the following:
 - the institutional arrangement of the EANET Secretariat, and
 - the future expansion of the scope of the EANET;
- (e) Review the performance of the Secretariat and the NC for 2012-2013;
- (f) Review the strategies and action plan in obtaining external funding from international organizations and other funding agencies;
- (g) Review the draft Report on the Implementation of the MTP for the EANET (2011-2015); and
- (h) Review the draft next Medium Term Plan (2016-2020).

4.3 Other tasks requested by the IG, as appropriate

5. The tentative schedule of the Sessions of the WGFD in 2013-2015 are set as follows:

5.1 The Session of the WGFD in 2013

Date: Summer/Autumn 2013

Agenda:

- ◆ Review of issues listed in paragraph 4.1
- ◆ Review and discussion of the draft Mid-Term Report on the Implementation of the MTP for the EANET (2011-2015)
- ◆ Review and discussion of the draft Third Report for Policy Makers
- ◆ Review and discussion of the development of the Draft Report of the Review on the Status of Air Pollution in East Asia
- ◆ Review and discussion of the issues of the future development of the EANET, including
 - the institutional arrangement of the EANET Secretariat, and
 - the future expansion of the scope of the EANET
- ◆ Other tasks requested by the IG, as appropriate

5.2 The Session of the WGFD in 2014

Date: Summer/Autumn 2014

Agenda:

- ◆ Review of issues listed in paragraph 4.1
- ◆ Review of the Performance of the Secretariat and the NC (2012-2013)
- ◆ Review and discussion of the strategies and action plan in obtaining external funding from international organizations and other funding agencies
- ◆ Review and discussion of the draft Report of the Review on the Status of Air Pollution in East Asia
- ◆ Review and discussion of the issues of the future development of the EANET, including
 - the institutional arrangement of the EANET Secretariat, and
 - the future expansion of the scope of the EANET
- ◆ Discussion on the Preliminary Draft Next MTP for the EANET (2016-2020)
- ◆ Discussion of the possible High-Level Segment during the IG in 2015
- ◆ Other tasks requested by the IG, as appropriate

5.3 The Session of the WGFD in 2015

Date: Summer/Autumn 2015

Agenda:

- ◆ Review of issues listed in paragraph 4.1
- ◆ Review and discussion of the issues of the future development of the EANET on the future expansion of the scope of the EANET, as appropriate
- ◆ Review and discussion of the draft Report on Implementation of the MTP for the EANET (2011-2015)
- ◆ Review and discussion of the draft next MTP for the EANET (2016-2020)
- ◆ Other tasks requested by the IG, as appropriate.

6. For fulfilling the tasks of the WGFD, additional experts from outside of the participating countries may be invited to attend the WGFD Sessions, as appropriate.

Annex 4

**REVISED GUIDELINES ON ADMINISTRATIVE AND FINANCIAL
MANAGEMENT FOR THE SECRETARIAT AND THE NETWORK CENTER**

INTRODUCTION

1. In principle, the Secretariat and the NC for the EANET are generally obliged to follow the rules and regulations of their mother organizations, namely the Asian Institute of Technology (AIT) and the Regional Resource Centre for Asia and the Pacific (RRC.AP), and the Japan Environmental Sanitation Center (JESC), respectively.
2. The rules and regulations applied for the Secretariat were presented at the Third Session of the Intergovernmental Meeting (IG3) on the EANET in 2001 when the arrangement of the Secretariat was discussed and considered, and those for the NC were presented at the Second Session of the Intergovernmental Meeting (IG2) on the EANET in 2000 and the Eighth Session of the Intergovernmental Meeting (IG8) on the EANET in 2006.
3. Nonetheless, additional rules, regulations, and procedures which are specific and appropriate for the administrative and financial management for the EANET and for the operation of the Secretariat and the NC can be established as required by the participating countries and adopted by the IG.
4. The revised Guidelines on Administrative and Financial Management for the Secretariat and the Network Center are divided into 2 Parts. Part I is the guidelines on the administrative management of the EANET whereas Part II is the guidelines on the financial arrangement and management of the EANET.

PART I: ADMINISTRATIVE MANAGEMENT

I.1 Rules of Procedures of the Meetings

Rules of Procedures for the IG

5. The IG3, held in Chiang Mai, Thailand in 2001, adopted the Rules of Procedures for the Session of the IG as described in Annex II of EANET/IG3/12. The same Rules of Procedures shall be applied in this guideline as follows,
 - (1) Sessions of the IG

- (1.1) The Session of the IG shall take place annually, unless otherwise decided by the participating countries.
 - (1.2) Extraordinary Sessions shall be convened when written request of any participating country is submitted to the Secretariat, and the request is supported by a majority of the participating countries.
- (2) Representation at the Sessions
- (2.1) The National Focal Point (NFP) of each participating country will inform the Secretariat of its list of participants.
 - (2.2) The Secretariat, in consultation with the NC and the participating countries, may invite relevant international organizations and other entities/experts to participate and present information and/or contribute to deliberations.
 - (2.3) The Chairperson of the IG, in consultation with the participating countries, may allow others to join the audience at its Session.
- (3) Agenda
- (3.1) The Secretariat in collaboration with the NC will propose the draft agenda in consultation with the participating countries. The IG will decide the agenda of its Session.
- (4) Officers
- (4.1) At the commencement of each Session of the IG, a Bureau of Officers consisting of a Chairperson, two Vice Chairpersons, and a Rapporteur will be elected from the participants of the Session.
 - (4.2) The Bureau of Officers will remain in office until their successors are elected.
- (5) Subsidiary Bodies
- (5.1) The Scientific Advisory Committee (SAC), as the subsidiary body of the IG, will advise and assist the IG with various scientific and technical matters related to the EANET activities as mandated to it by the IG.
 - (5.2) The IG may decide to establish other subsidiary bodies, as appropriate.
 - (5.3) The SAC and other subsidiary bodies may also decide to establish its subsidiary bodies, with the approval of the IG.
 - (5.4) These Rules of Procedures will be applied to the proceedings of the subsidiary bodies.
- (6) Secretariat/NC
- (6.1) The Secretariat and the NC will serve as the Secretariat of any Sessions under the guidance of the IG, and follow the rules and regulations of their mother organizations.
- (7) Conduct of Business

- (7.1) A majority of the participating countries of the EANET must present at the Session for the Chairperson to open the formal Session of the IG.
- (7.2) Decisions of the IG will be made by consensus among the participating countries present at the Session.
- (8) Amendments to the Rules of Procedures
 - (8.1) These Rules of Procedures may be amended by the IG.

Rules of Procedures for the Scientific Advisory Committee (SAC)

- 6. As stipulated in the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET), the SAC, as a subsidiary body of the IG and composed of scientific and technical experts from the participating countries, will advise and assist the IG on various scientific and technical matters related to the EANET as mandated to it by the IG. In principle, the Rules of Procedures for the IG above shall be applied to the SAC.
- 7. The Sessions of the SAC will be convened annually. The Bureau of the SAC consisting of a Chairperson, two Vice Chairpersons and a Rapporteur elected from the participants of the Session continues the coordination of intended works between sessions with assistance of the NC. The SAC bureau members could be re-elected for the next year term under the present Rules of Procedures. The SAC may wish to prepare a special document on more evident rules of procedures for it. Other rules of procedures in addition to or different from those of the IG shall be approved by the IG.

Rules of Procedures for Other Subsidiary Bodies where Appropriate

- 8. Both the IG and the SAC may establish subsidiary bodies, as appropriate. The IG shall approve the decision of the SAC on the establishment of its subsidiary bodies. In principle, the Rules of Procedures for the IG above shall be applied to the subsidiary bodies. Other rules of procedures of subsidiary bodies in addition to or different from those of the IG shall be approved by the IG.
- 9. The Procedure for Establishing Task Forces and Expert Groups under the SAC of the EANET (Annex 2 of EANET/IG 10/7) approved at the IG10 in 2008 is attached as Annex 1.
- 10. The subsidiary bodies may convene sessions, as they deem necessary for their works.

I.2 Working Procedures

Guiding Principle

- 11. In principle, the Secretariat and the Network Center will carry out works in accordance with Item 11 and Item 13 of the Instrument for Strengthening the Acid Deposition Monitoring Network in

East Asia (EANET) and the decisions of the IGs. The Secretariat and the NC will also carry out works upon requests made by the participating countries.

Delegation of the Responsibilities to the Heads and Staff of the Secretariat and the NC

12. The Coordinator, the Programme Officer and the Administrative Assistant of the Secretariat shall, under the general guidance and supervision of the Director of the RRC.AP and also under the guidance of the IG, provide administrative and financial arrangements and perform other activities and tasks as stipulated in Item 11 of the Instrument, and report to the Director of the RRC.AP and the IG.
13. The Director General (DG) of the Asia Center for Air Pollution Research (ACAP), designated as the NC, shall, under the general guidance and supervision of the President of the JESC and also under the guidance of the IG with regard to the NC activities, manage and provide guidance for overall activities of the ACAP, including activities and tasks of the NC as stipulated in Item 13 of the Instrument, and report to the President of the JESC and the IG.
14. The Deputy Director General (DDG) of the ACAP in charge of the NC and the DDG of the ACAP in charge of Administrative Management and Domestic Activities (DDGs) shall, under the general guidance and supervision of the DG of ACAP, undertake and implement the activities of the ACAP, including activities and tasks of the NC as stipulated in Item 13 of the Instrument, and report to the DG.
15. The Head and staff of each Department of the ACAP shall, under the general guidance and supervision of the DG, and the DDGs of the ACAP, implement the tasks of each Department and report to the DG and the DDGs.

Terms of Reference (TOR) for the Secretariat Staff

16. The Secretariat, for the effective management of the EANET and to facilitate cooperation among the participating countries, shall provide services including the dissemination of information and facilitating liaison and networking between the relevant agencies and institutions and perform other activities and tasks as stipulated in Item 11 of the Instrument for the effective management of the EANET.
17. The Secretariat shall assure that it meets the needs of the participating countries, the IG and the SAC, the NC and other subsidiary bodies, for example, in the provision of information based on their respective needs as defined by the Secretariat functions. The job descriptions of the EANET Secretariat staff including the delegation of responsibilities adopted at the IG3 and revised at the IG7 is presented in Annex 2.

Roles and Responsibilities of the DG and the DDGs, and the Function of the Departments of the ACAP

18. Roles and responsibilities of the DG and the DDGs, and the functions of the Departments of the ACAP are presented in Annex 3.

Principles of Distribution of the EANET Documents and Other Information/data to the Participating Countries and Others

19. The Secretariat will disseminate information to the participating countries, the IG, the SAC and other subsidiary bodies regarding administrative matters. The NC will disseminate data and information regarding scientific and technical matters.
20. The Secretariat and the NC will disseminate meeting documents and reports for the Sessions arranged by them such as the IG, the SAC and their subsidiary bodies' meetings. The NC will be responsible for dissemination of documents and reports for Sessions organized by the NC as well as other scientific documents. The Secretariat will be responsible for others.
21. The Secretariat will coordinate with the NC and the participating countries in developing bi-annual Newsletters. The content of Newsletter will be circulated among the participating countries before publishing. The leading scientists would be invited by the NC to prepare the papers on acid deposition problems and progress of researches for information of public and decision makers. The Secretariat and the NC will also develop public awareness materials.
22. The data and other relevant information submitted to the NC will be provided to the participating countries in accordance with the "Procedures on Data and Information Disclosure for the EANET (Annex IV of EANET/IG 3/12)". The Procedures are presented in Annex 4. Relevant scientific and technical information will be disseminated among the participating countries, as well as other countries, relevant organizations and individuals, through technical documents, the EANET website and/or by other means in accordance with the mentioned procedures.

Criteria for Uploading Priority Documents to the EANET Website

23. The EANET website will be updated periodically to include the latest information and records of the EANET activities as appropriate. The EANET meeting documents will be uploaded in accordance with the "Procedure on Data and Information Disclosure for the EANET" presented in Annex 4 and "Criteria for Uploading Priority Documents to the EANET Website. The Criteria are attached as Annex 5.

I.3 Personnel Management

Recruitment Procedures and Personnel Management Policy for the Secretariat

24. Based on the Procedures for the Recruitment of the Coordinator of the Secretariat for the EANET sent to the National Focal Points (NFPs) in April 2007, the Coordinator and the Programme Officer of the Secretariat for the EANET will be recruited following the recruitment procedures presented in Annex 6.
25. According to the document entitled “Review of the Status of the EANET Secretariat (EANET/IG 6/11)” endorsed at the Sixth Session of the Intergovernmental Meeting (IG6) on the EANET in 2004, the positions of the professional staff of the Secretariat, i.e. the Coordinator and the Programme Officer, will be for a period of two years with a provision for a maximum limit of two terms. This provision, however, has an exemption depending on the potential of new applicants to fulfill the requirement and subject to the concurrence of the participating countries.
26. The Policy and Procedures (P&P) of the AIT System on the employment of staff and the personnel management shall be applied to the Secretariat staff.

Qualifications and Recruitment Procedures for the DDG of the ACAP in charge of the NC

27. Qualifications and recruitment procedures for the DDG of the ACAP in charge of the NC are presented in Annex 7. The employment period will be two years with a provision for a maximum limit of two terms.

I.4 Attendance at International Meetings

28. Staff members of the Secretariat and the NC can participate in important meetings to introduce the EANET activities and to promote the cooperation with other programs or networks within the limit of budget for this purpose as prescribed in the Joint Announcement on the Implementation of the EANET (EANET/IG 2/5/2 rev.).
29. The flexibility is given for technical contributions and presentations of scientific researches on the EANET activities by the NC at scientific meetings.

I.5 Fellowships

30. The NC makes efforts to receive co-researchers from the participating countries of the EANET so that it can promote the international research collaboration. As one of major welcomed possibilities, the NC should do all arrangements for expected non-reimbursable experts seconded by the participating countries. The NC offers the EANET participating countries to dispatch non-reimbursable experts for a period to be decided by the participating countries upon consulting with the NC and the Secretariat.

31. The NC explores the external supports (from research foundations, grant programs, etc.) for research fellowships in the ACAP taking into account the objectives and prospective of the EANET. The fellowships will follow the rules of supporting organizations.
32. The NC will provide a short-term (up to two months) fellowship at the ACAP for research activities of scientists from the EANET participating countries by utilizing the available EANET budget. The Guidelines for Fellowship at the Network Center for the EANET are presented in Annex 8.

PART II: FINANCIAL ARRANGEMENT AND MANAGEMENT

II.1 Guiding Principle

33. In principle, the financial arrangement and management of the EANET will be governed by the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET), specifically Item 14 of the Instrument, and under the guidance of the IG.
34. In addition to the following specific rules and regulations for the financial management of the EANET, the Secretariat and the NC for the EANET are also obliged to follow generally the financial rules and regulations of their mother organizations, namely the AIT and the RRC.AP, and the JESC, respectively.

II.2 Fiscal Year

35. The fiscal year shall be on a yearly basis and base on a calendar year from 1 January to 31 December.

II.3 Rules and Procedures on the Budgeting

Annual Budget

36. The annual budgets for the administrative and operational costs of the Secretariat and the core activities of the NC come from the voluntary financial contribution from the participating countries of the EANET. The EANET is also open to financial and in-kind contributions from other sources, including international and regional organizations and non-governmental organizations (NGOs) for the implementation of the EANET activities, subject to the concurrence of the NFPs.
37. The annual budgets of the Secretariat and the NC shall cover expenditures on their administration and operation in order to carry out the EANET activities specified in the Instrument and the

annual work program of the EANET for the specified fiscal year and shall be presented in United States dollars.

38. The annual work program and budgets of the EANET of the Secretariat and the NC for a fiscal year should base on the respective Five-Year Medium Term Plan (MTP) for the EANET approved by the IG under which the fiscal year is.
39. The annual budgets of the Secretariat and the NC shall be approved by the IG. The Secretariat and the NC shall, in the year prior to the specified fiscal year, submit their provisional annual work programs and budgets of the EANET to the Session of the IG for its review, consideration, and approval. The SAC and other subsidiary bodies of the IG could also review and discuss the provisional annual work programs and budgets at their meetings, as appropriate. The provisional annual work programs and budgets shall be circulated to the participating countries at least one month before the Session of the IG.
40. In the development and management of their annual work programs and budgets of the EANET, the Secretariat and the NC shall be guided by the principles of transparency, effective and efficient financial management.
41. Revision of approved budget, and supplementary budget proposals for additional activities may be submitted to the NFPs of the participating countries for concurrence when it is of the highest urgency and could not have been foreseen at the time when the provisional annual budget was submitted to the IG for approval.
42. The formats for the annual budgeting of the Secretariat and the NC are attached as Annex 9.

Additional Budget for the EANET

43. It is indispensable and preferable to secure funding for the Secretariat activities and the NC core budget activities through an effective mechanism rather than rely solely on the voluntary financial contributions as these activities are crucial for the continuous operation of the EANET. The Secretariat and the NC are encouraged to make efforts to explore financial and in-kind supports from all available sources. Actions should be initiated to strengthen collaboration with the following potential funding agencies,
 - United Nations Environment Programme (UNEP);
 - Asian Development Bank (ADB);
 - United Nations Development Programme (UNDP);
 - Japan International Cooperation Agency (JICA);
 - Korean International Cooperation Agency (KOICA);
 - Institute for Global Environmental Strategies (IGES);
 - Swedish International Development Agency (SIDA);
 - Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ);

- United Nations Economic Commission for Europe (UNECE);
 - Clean Air Initiative for Asian Cities (CAI-Asia);
 - Asian Co-benefit Partnership (ACP); and
 - Other relevant international and regional agencies and programs.
44. Other actions to be taken by the Secretariat and the NC to overcome the problem of inadequate financial resources shall include,
- Encouraging additional voluntary financial contribution from the participating countries to the Secretariat budget and the core and additional budget of the NC, whether in cash or in-kind;
 - Diversification of financial sources;
 - Clarification of categories/activities/projects to be supported;
 - Strengthening partnerships with international and regional donor agencies and other environmental initiatives; and
 - Using supports from research foundations and funds from regional scale projects.
45. To increase the manpower resource and reduce personnel expenditure at the NC, the participating countries are also encouraged to second their experts to the NC as indicated in paragraph 30.

II.4 Voluntary Financial Contributions

Guiding Principle

46. In accordance with the Item 14 of the Instrument and the respective national laws and regulations, the participating countries are encouraged to make voluntary financial contributions to finance the administrative and operational costs of the Secretariat and the NC core activities for their respective EANET activities, taking account of their economic and financial circumstances and the limit of their respective budgetary appropriations.
47. The participating countries are encouraged to make voluntary financial contributions taking account of their respective estimated financial amounts of contributions and may provide additional financial and in-kind contributions on a voluntary basis.
48. The Further Financial Arrangement for the EANET by the Decision 1/IG/5 made by the Fifth Session of the Intergovernmental Meeting (IG5) in 2003 and revised at the IG7 in 2005 for the Secretariat budget from 2005 to 2007, and the Procedures and Guidelines for Voluntary Financial Contributions to the EANET for 2008-2010 adopted at the Ninth Session of the Intergovernmental Meeting (IG9) in 2007 for the Secretariat budget and the NC core budget, and the Procedures and Guidelines for Voluntary Financial Contributions to the EANET for 2011-2013 for both the Secretariat budget and the NC core budget adopted at the IG12 in 2010, based on the following principles,

- from 2008, the yearly voluntary financial contribution to the Secretariat budget and the NC core budget of the participating countries will be a three-year flat/fix amount equal to the average projected budgets for the respective 3 consecutive years of the Strategy on EANET Development or Five-Year Medium Term Plan, and
- the yearly flat/fix amount of the voluntary financial contribution of each participating country will be estimated by applying the latest UN assessment scale of burden sharing to the three-year flat/fix amount
- the minimum amount for the voluntary financial contribution of the participating countries is US\$50.

49. Definitions of the “NC Core Budget” and “NC Additional Budget”

- The core budget: The cost of all activities indispensable for promoting the Network activities in the participating countries under the framework of the EANET and which are approved by the IG. Items of the “NC core budget” will include the following;
 - (1) Central compilation, evaluation and storage of data etc.
 - (2) Preparation of data report
 - (3) Dissemination of data and relevant information
 - (4) Strengthening technical capacity in the participating countries (STM meeting)
 - (5) Implementation and coordination of QA/QC activities
 - (6) Implementation of training activities (Development of annual training program)
 - (7) Technical support for the EANET meetings (except below)
 - (8) Administrative works (Discussion of the MTP, Future development, etc.)
- The additional budget: The cost for strengthening the EANET by providing technical assistance to the participating countries and by promoting further research activities and which are approved by the IG. Items of the “NC additional budget” will include the following;
 - (1) Strengthening technical capacity in the participating countries (except STM meeting)
 - (2) Implementation of training activities (except above)
 - (3) Research activities
 - (4) Technical support for the EANET meetings (Other follow-up activities of the meetings)
 - (5) Raising public awareness
 - (6) Administrative works (except above)

Voluntary Financial Contribution for 2014 - 2015

50. The same principle described in paragraph 48 will be applied to the voluntary financial contribution to the EANET for the remaining two years (2014 – 2015) of the current Five Year MTP for the EANET (2011 – 2015) with a two-year flat/fix amount equal to the average projected budgets for 2014 and 2015 which is equal to **US\$479,693** for the Secretariat budget and **US\$396,000** for the NC core budget. The yearly flat/fix amount of the voluntary financial

contribution of each participating country will be estimated by applying the latest UN assessment scale of burden sharing to the two-year flat/fix amount. The minimum amount for the voluntary financial contribution of the participating countries is US\$50.

Voluntary Financial Contribution starting from 2016

51. Taking into consideration of the proposal by the Secretariat discussed at the IG8 that “In the future, a five-year flat amount of contribution could be decided, based on the future MTP possibly for five years”, the same principle as described in paragraph 48 will be applied to the voluntary financial contribution of the participating countries to the EANET with a five-year flat/fix amount equal to the average projected budgets for the respective 5 consecutive years of the Five-Year MTP starting from 2016. The minimum amount for the voluntary financial contribution of the participating countries will be further discussed together with the development of the next MTP (2016-2020).

Guidelines on Transfer of Voluntary Financial Contribution to the Secretariat and the Network Center

52. The Secretariat will send a letter requesting for voluntary financial contribution to the participating countries, notifying the estimated amounts of their voluntary financial contributions to the Secretariat budget and the NC core budget, in the beginning of each fiscal year. The participating countries are encouraged to make voluntary financial contributions accordingly.
53. The voluntary financial contributions should be made in United States dollars and transmitted via electronic transfer to the bank accounts of the Secretariat and the NC which will be informed in the requesting letter.
54. All cash received shall be deposited in the official account within two weeks of receipt, if the contribution is made by cash.
55. An official acknowledgement letter, attached with an official receipt, shall be issued by the Secretariat and the NC to the participating countries within two weeks of confirmed receipt of voluntary financial contributions.
56. The financial contributions and the interest earned from financial contributions will be administered by the Secretariat and the NC under the guidance of the IG.

II.5 Expenditures

57. The expenditures of the Secretariat and the NC shall be in accordance with the annual Work Program and Budget of the EANET approved by the IG. The Secretariat and the NC may commit resources only if such commitments are within the budgets approved by the IG and within

available resources. Transfer of budget from one budget line for expenditures in other budget lines are subject to budget availability and shall not affect the implementation of activities under the approved annual Work Program.

II.6 Financial Statements

58. The Secretariat and the NC shall develop an annual financial report of each previous fiscal year for circulation to the NFPs of the participating countries no later than the end of June and submit to the next immediate Session of the IG. The SAC and other subsidiary bodies of the IG could also review and discuss the financial report.
59. The annual financial report should include information on voluntary contributions, expenditures, and changes and balance of the savings.
60. The formats of the financial reports of the Secretariat and the NC are attached as Annex 10. Explanation of the reasons should be made if there are some differences between the budget and the actual expenditures in the annual financial reports.

II.7 Audit Report

61. Annual audit reports shall be submitted to each Session of the IG.
62. The audit shall be conducted in conformity with generally accepted common auditing standards of references, subject to any special directions of the IG.
63. The auditor shall be completely independent and solely responsible for the conduct of the audit.
64. The auditor may make observations with respect to the efficiency of the financial procedures, the accounting system, the internal financial controls, and the administration and management.

II.8 Saving Management

65. The Secretariat set up the saving account/book account. The surpluses of each fiscal year, if any, shall be credited to the saving account/book account.
66. The unforeseen and extraordinary expenses during the interval of the IG Sessions could be advanced from the savings through consultation with the NFPs of the participating countries and reported to the next immediate Session of the IG. The savings could be used for the activities as decided by the IG.

Annex 1

(Annex 2 of EANET/IG 10/7)

**PROCEDURES FOR ESTABLISHING TASK FORCES AND EXPERT
GROUPS UNDER
THE SCIENTIFIC ADVISORY COMMITTEE OF EANET**

Procedures for establishing the Task Forces and Expert Groups

1. The Scientific Advisory Committee (SAC) of the Acid Deposition Monitoring Network in East Asia (EANET) may recommend to the Intergovernmental Meeting (IG) the establishment of task forces and expert groups related to scientific and technical issues deemed important for future development of the EANET.
2. The IG will consider the recommendation of the SAC and give its approval, if appropriate.
3. The SAC will elect a chairperson of the task force and expert group from among the SAC members and decide on the scope of the activities of the task force or expert group. The terms of reference of the task forces and expert groups may be further developed and updated from time to time based on guidance from the SAC. The activities shall be in line with the Medium Term Plan (MTP) for the EANET/Strategy on the EANET Development.
4. The Network Center (NC) of the EANET shall assume the functions of the secretariat of the task forces and expert groups established under the SAC. The NC shall make provisions for the expenditures of the task forces and expert groups' activities under its budget in consultation with the SAC, for approval of the IG.
5. Unless otherwise specified, the chairpersons of the task forces and expert groups will decide on the member composition. The members may be experts selected from the participating countries or experts nominated by the National Focal Points (NFPs) of the participating countries, as appropriate. An appointment letter signed by the chairperson will be sent to each member to confirm his/her appointment to the task force or expert group.
6. Additional experts from outside the participating countries of the EANET may be invited to participate in the activities of the task forces and expert groups as members or resource persons for scientific and technical reasons. The experts may be invited by the chairperson in consultation with the NC and members of the task force or expert group, depending on availability of budget and other factors.
7. The NC will provide technical assistance and facilitate communication between the SAC, the IG,

the chairpersons and members of the task forces and expert groups.

8. A task force or expert group can be dissolved if decided by the SAC and approved by the IG.

Working Procedures of the Task Forces and Expert Groups

1. The task forces and expert groups shall work in close coordination with each other in areas of common interest and exchange relevant information.
2. Meetings will be held by the invitation of the chairperson. The frequency of the meetings will depend on availability of budget and necessity for members to meet. The NC will provide support in convening the meetings and will function as the meeting secretariat.
3. All documents developed by the task forces and expert groups will be submitted to the SAC for consideration and subsequent action.
4. As far as possible, communications among the members and between the NC and members of the task forces and expert groups will be conducted through the Internet to save costs.
5. The chairperson, with advice from the members, can decide to invite new members based on need for additional expertise. A member may withdraw from the task force or expert group at any time upon notification to the chairperson and the NC.
6. The progress of activities of the task forces and expert groups will be reported by the chairpersons and reviewed at the Sessions of the SAC.
7. The activities of the task forces and expert groups and related recommendations from the SAC will be reported at the annual IG Sessions.

**JOB DESCRIPTIONS FOR THE COORDINATOR, THE PROGRAMME OFFICER
AND THE ADMINISTRATIVE ASSISTANT OF THE SECRETARIAT FOR THE
EANET**

I. Job Description: Coordinator of the EANET Secretariat

Duties and Responsibilities

1. To manage the Acid Deposition Monitoring Network in East Asia (EANET) Secretariat and ensure that it is fully operational and capable of providing services like the dissemination of information and facilitating liaison and networking between the relevant government agencies and institutions.
2. To assure that the Secretariat meets the needs of the participating countries, the Intergovernmental Meeting (IG), the Scientific Advisory Committee (SAC), the Network Center (NC), etc. in the provision of information based on their respective needs as defined by the Secretariat functions.
3. Under the general supervision of the Director of the Regional Resource Centre for Asia and the Pacific (RRC.AP), the Coordinator will have the following responsibility:
 - Responsibility for the general management of the EANET Secretariat. This includes the management of office facilities, equipment and personnel.
 - Responsibility for the setting up and accountability for an appropriate financial management system including the annual budget.
 - The organization of working of the EANET institutional structures (the IG, the SAC, the Working Group (WG), etc.) and the execution of decisions provided by them.
 - Responsibility for promoting the activities of the EANET Secretariat to existing and potential stakeholders and mobilizing their supports.
 - Development and dissemination of a detailed work programme on activities of the EANET in collaboration with the NC.
 - Representation of the EANET Secretariat at relevant functions and meetings.
 - Preparation of relevant reports for the EANET institutional structures (the IG, the WG, etc.).
 - Assistance in the procurement of required resources (funds, facilities, and personnel, relevant cooperation) to operate the EANET Secretariat.
4. The scope of work will mainly be related to support of activities of the EANET institutional bodies, the management of the EANET Secretariat and the administration of its activities. In undertaking

the duties, the Coordinator will be assisted by a Programme Officer and an Administrative Assistant.

Requirements and Qualifications

5. The required qualification and experience include:
 - Advanced university degree in one of the following fields: science, economics, law and technology. The candidate should have a good understanding of environment and development issues and the ability to carry out the intended tasks within the context of international relations and diplomacy.
 - Demonstrated and proven ability to develop, operate and manage business entities and projects.
 - A number of years of specialization in the management and coordination of meetings, seminars, training programs, workshops, etc. including budgeting, development of administrative procedures and staff management.
 - Experience and proficiency in coordination of networks, information management and technology transfer.
 - Experience on international works, i.e. cooperative projects and fund-raising projects with donor organizations.
 - Proficient in the use of computers and updated on the latest know how in computers. The ability to prepare and present written as well as oral material in clear, concise and effective English is required.
 - The candidate should be enthusiastic and dynamic, both a networker and a good team worker, open-minded, creative and innovative, communicative, analytical, and strategically minded and able to work in a cross-cultural environment.
 - Familiarity of the EANET activities;
 - Knowledge of one or more languages of the participating countries of the EANET would be favorable.
 - Nationals of the participating countries of the EANET will receive preference.

Conditions of Service

6. The envisaged post will be on a contract basis, initially for a period of 2 years with a provision for renewal for a maximum limit of two terms. The renewal will be done based on the review of the performance with support by the participating countries. This provision, however, has an exemption depending on the potential of new applicants to fulfill the requirement and subject to the concurrence of the participating countries. An international competitive salary package, negotiable based on experience, will be offered.

II. Job Description: Programme Officer

Duties and Responsibilities

7. Under the general supervision of the Coordinator of the EANET Secretariat, the incumbent shall be responsible to:
 - Prepare for, organize and participate in the meetings, seminars, workshops, etc., as defined in the functions of the EANET Secretariat.
 - Coordinate the submission and collation and preparation of information and materials needed for such meeting, seminars, etc.
 - Assist in the planning, coordination and liaising for the venue, logistics, etc., of the meetings, workshops, seminars of the EANET.
 - Assist the Coordinator in the preparation of reports and other outputs needed for and after each meeting, seminar, or workshop, etc., in cooperation with the NC where appropriate.
 - Provide the necessary inputs needed by the IG, the SAC, the NC, etc., as they are requested.

Requirements and Qualifications

8. The required qualification and experience include:
 - A University Degree in Environmental Sciences, Natural Sciences, or any related discipline, with at least 4 year experience, one or two of which in an international environment would be desirable.
 - Fluency in English is necessary; knowledge of one or more languages of the participating countries of the EANET would be favorable.
 - Nationals of the participating countries of the EANET will receive preference.

Conditions of Service

9. The envisaged post will be on a contract basis, initially for a period of 2 years with a provision for renewal for a maximum limit of two terms. The renewal will be done based on the review of the performance with support by the participating countries. This provision, however, has an exemption depending on the potential of new applicants to fulfill the requirement and subject to the concurrence of the participating countries. An international competitive salary package, negotiable based on experience, will be offered.

III. Job Description: Administrative Assistant

Duties and Responsibilities

10. Under the general supervision of the Coordinator of the EANET Secretariat, the incumbent shall be responsible to:

- Actively interact with the participating countries, the NC and staff in relation to the project assigned.
- Coordinate and correspond with the NC staff, members of the SAC and the IG, or their subsidiary-bodies, etc.
- Organized and arrange meetings, conferences and workshops of the EANET as assigned and of other operating projects if necessary.
- Assist in the preparation of materials, documents and other logistics for the seminars, workshops and meetings as needed.
- Support and assist in general administrative tasks.
- Carry out other tasks required by the Coordinator and the Programme Officer.
- Report to the Coordinator and the Programme Officer.

Requirements and Qualifications

11. The required qualification and experience include:

- University graduate in management and administration field.
- Good command in both written and spoken English.
- Experience in project coordination and administration.
- Able to work on operational issues independently and self-motivated.
- Computer literate.

**ROLES AND RESPONSIBILITIES OF THE DIRECTOR GENERAL (DG),
DEPUTY DIRECTOR GENERALS (DDGs) AND THE FUNCTIONS OF THE
DEPARTMENTS OF THE ASIA CENTER FOR AIR POLLUTION RESEARCH
(ACAP)**

I. Job Description of the Director General (DG)

1. The DG of the Asia Center for Air Pollution Research (ACAP) will, under the general guidance and supervision of the President of the Japan Environmental Sanitation Center (JESC):
 - (1) Manage and provide guidance for overall activities of the ACAP such as:
 - (a) the activities of the Network Center (NC) for the Acid Deposition Monitoring Network in East Asia (EANET);
 - (b) the activities of the National Center of Japan for the EANET; and
 - (c) other activities related to acid deposition problems as appropriate.
 - (2) Represent the ACAP at various occasions such as international and domestic conferences;
 - (3) Liaise and coordinate where necessary, the activities of the ACAP with the Headquarters of the JESC; and
 - (4) Manage administrative operations of the ACAP, including management of personnel and fund raising, preparation of work plans.

II. Job Description of the Deputy Director General (DDG) in charge of the NC

2. The DDG of the ACAP in charge of the NC for the EANET will, under the general guidance and supervision of the DG of the ACAP (hereinafter referred to as the “DG”), perform the following duties:
 - (1) Undertake and implement the activities of the NC for the EANET.
 - (2) Undertake and implement other international activities related to acid deposition problems upon the request by the DG;
 - (3) Represent the ACAP at international meetings and conferences upon the request by the DG; and
 - (4) Assist the DG in managing administrative operations of the NC activities for the EANET, including management of personnel and fund raising, preparation of work plans.

III. Job Description of the DDG in charge of Administrative Management and Domestic Activities

3. The DDG of the ACAP in charge of Administrative Management and Domestic Activities will, under the general guidance and supervision of the DG, perform the following duties:
- (1) Undertake and implement the activities of the National Center of Japan for the EANET;
 - (2) Undertake and implement other activities related to acid deposition problems upon the request by the DG;
 - (3) Represent the ACAP at various occasions such as international and domestic conferences upon the request by the DG;
 - (4) Assist the DG in liaising and coordinating the activities of the ACAP with the Headquarters of the JESC; and
 - (5) Assist the DG in managing administrative operations of the ACAP, including management of personnel and fund raising, preparation of work plans (except those of the NC activities for the EANET)

IV. The Functions of Each Department of the ACAP

IV.1 General Affairs Department

- Development of annual work programs of the ACAP;
- Administrative management of the ACAP, including personnel and financial (budgetary and accounting) issues; and
- Matters not undertaken by other departments.

IV.2 Planning and Training Department

- Management and coordination of technical assistance projects;
- Planning, coordination and implementation of training activities;
- Planning and implementation of international conferences, workshops, etc. by the ACAP;
- Development and distribution of related brochures and other information;
- Planning and coordination of technical missions;
- Planning and coordination of research fellowships in the ACAP;
- Collection and dissemination as appropriate, of relevant information; and
- Research activities related to science and policy on air pollution.

IV.3 Atmospheric Research Department

- Evaluation of rainwater composition and wet deposition, and air pollutant concentration and dry deposition monitoring results to complement the work of the Data Management Department;
- Development and elaboration of technical documents for rainwater composition and wet deposition, and air pollutant concentration and dry deposition monitoring;
- Analyses of rainwater composition and wet deposition, and air pollutant concentration and dry deposition monitoring samples;
- Promotion of QA/QC activities on rainwater composition and wet deposition, and air pollutant concentration and dry deposition monitoring (related to monitoring/analysis methodologies excluding the work of the Data Management Department);
- Research activities related to rainwater composition and wet deposition, and air pollutant concentration and dry deposition;
- Operation and management of deposition monitoring stations operated by the ACAP;
- Planning and implementation of research activities such as dispersion modeling and data analysis excluding the work of the Data Management Department; and
- Other issues related to wet and dry deposition.

IV.4 Ecological Impact Research Department

- Evaluation of monitoring for soil/vegetation, inland aquatic environment and catchment (hereinafter referred to as “ecological impacts monitoring”) results to complement the work of the Data Management Department;
- Development and elaboration of technical documents for ecological impacts monitoring;
- Analyses of ecological impacts monitoring samples;
- Promotion of QA/QC activities on ecological impacts monitoring (related to monitoring/analysis methodologies: excluding the work of the Data Management Department);
- Research activities related to ecological impacts by acid deposition and catchment analysis;
- Operation and management of ecological impacts monitoring stations operated by the ACAP; and
- Other issues related to ecological impacts by acid deposition.

IV.5 Data Management Department

- Development and updating of database on acid deposition monitoring in East Asia and in Japan;
- Central compilation, evaluation, storage and dissemination, as appropriate, of acid

deposition monitoring data;

- Development and elaboration of technical documents for data management;
- Collection and dissemination of information relevant to data and data management;
- Consultation and advice for the national monitoring plans in cooperation and coordination with other departments in the ACAP;
- Coordination and implementation of QA/QC programs (excluding those to be undertaken by other departments);
- Development of data report for the EANET and for Japan as appropriate;
- Planning and implementation of activities of emission inventories; and
- Other activities related to data management and analysis.

Annex 4

(Annex IV of EANET/IG 3/12)

**PROCEDURES ON DATA AND INFORMATION DISCLOSURE FOR
THE ACID DEPOSITION MONITORING NETWORK IN EAST ASIA (EANET)**

Objective

1. The Procedures on Data and Information Disclosure for the Acid Deposition Monitoring Network in East Asia (EANET) (hereinafter referred to as the “Procedures”) aims at specifying the necessary procedures for disclosing data and information that are obtained through the EANET activities.

Adoption/Amendment

2. The Intergovernmental Meeting (IG) on the EANET, in consultation with the Scientific Advisory Committee (SAC), will adopt/amend the Procedures.

Application of the Procedures

3. The Procedures are applied to the Network Center (NC) and others who obtained data and information through the EANET activities.

Principles for Data and Information Disclosure

4. All the data and information that are obtained through the EANET activities should be disclosed outside the EANET only after verification and confirmation/endorsement by the SAC, unless otherwise decided. Data and information disclosure outside the EANET should start after 2002. The NC may disclose the annual data report before that time.
5. Each participating country is able to disclose its data and information by its own decision.
6. A participating country of the EANET is entitled to receive all the data and information that are reported to the NC from other participating countries through the EANET activities.

Data and/or Information not to be Disclosed

7. If a participating country does not wish to disclose specific data and/or information that are reported to the NC through the EANET activities, the National Center of the participating country should inform the NC in writing of its intention not to disclose the specified data and/or information.

Data and Information Disclosure by the NC

8. The NC, in accordance with the Procedures, will disclose the data and information that are obtained through the EANET activities.
9. The NC can refuse disclosure of data and information under the following categories:
 - Data and information that are being verified and are to be confirmed/endorsed by the SAC; and
 - Data and information that were requested not to be disclosed through the procedure defined in paragraph 7 above.
10. The NC should provide any data and/or information that are obtained through the EANET activities including those described in paragraph 9 above to participating countries upon request in writing by the National Focal Points (NFPs)/National Centers. In this case, the NC should inform this to the NFPs/National Centers of the relevant participating countries.

Restriction of Data and Information Disclosure by Others

11. The restriction described in paragraph 9 applies to those who obtained data and information through the EANET activities.

CRITERIA FOR UPLOADING PRIORITY DOCUMENTS TO THE EANET WEBSITE

The following criteria will be applied for uploading the documents of the EANET Meetings from 2001 onwards to the EANET Website.

1. **Documents for Publication** (e.g., Periodic Report on the State of Acid Deposition in East Asia (PRSAD) and Report for Policy Makers (RPM)) and the EANET technical documents (e.g., Monitoring Guidelines and Technical Manuals)
 - i) These documents adopted, approved or endorsed at the Sessions of the Intergovernmental Meeting (IG) will be uploaded after the Session.
 - ii) For uploading, PDF files will be developed from Word and/or Excel files.

2. **Medium term plans for the EANET**
 - i) Strategy on EANET Development, and Medium Term Plan for the EANET approved at the Sessions of the IG will be uploaded after the Session.
 - ii) ii) of 1 above will be applied to uploading of these documents.

3. **Strategy papers of the EANET**
 - i) Strategy Paper for Future Direction of Dry Deposition Monitoring of the EANET, and Strategy Paper for Future Direction of Soil, Vegetation and related Ecosystem Monitoring of the EANET adopted at the Sessions of the Scientific Advisory Committee (SAC) will be uploaded after the Session.
 - ii) ii) of 1 above will be applied to uploading of these documents.

4. **Reports of the Session, Minutes of the Meeting and the Annotated Agenda**
 - i) These documents adopted at the Sessions of the IG, the SAC, the Working Group on Further Financial Arrangement (WG), the Working Group on Future Development of the EANET (WGFD) and the Senior Technical Managers' Meeting (STM) will be uploaded after the Session.
 - ii) For uploading the documents, any information that is inappropriate to be disclosed, e.g. individual information (address, e-mail address, etc.) should be removed.
 - iii) ii) of 1 will be applied to uploading these documents.

5. **Data Report and Report on the Inter-laboratory Comparison Projects**

- i) Data Report and Report on the Inter-laboratory Comparison Projects adopted at the Sessions of the SAC will be uploaded after the Session in accordance with the Data and Information Disclosure for the EANET (Annex 4).
- ii) ii) of 1 above will be applied to uploading of these reports.

6. Other Documents

- i) Other documents (except for 1-5 above and Power Point documents) of the Sessions of the IG, the SAC, the WG, the WGFD and the STM will be uploaded after the Session with authorized password for the participating countries, except the following draft or provisional documents that final versions will be/were uploaded;
 - Draft Data Report and Draft Report on the Inter-laboratory Comparison Projects
 - Provisional Agenda, Annotated Provisional Agenda, Draft Program, Provisional List of Participants, Provisional List of Documents
- ii) ii) of 1 above will be applied to uploading of these documents

PROCEDURES FOR THE RECRUITMENT OF THE COORDINATOR/THE PROGRAMME OFFICER FOR THE EANET SECRETARIAT

The recruitment of the Coordinator/the Programme Officer of the Secretariat for the EANET shall be transparent, objective and in consultation with the participating countries of the EANET. The following procedures will be used in recruiting the Coordinator/the Programme Officer of the EANET Secretariat;

1. The EANET Secretariat will issue a vacancy announcement for the Coordinator/the Programme Officer;
2. The EANET Secretariat will prepare a long list of all candidates and send to the participating countries (National Focal Points(NFPs) and the Network Center (NC) for their information;
3. The EANET Secretariat will establish a selection committee composed of a representative of the EANET as agreed by the NFPs, the Director of Regional Resource Centre for Asia and the Pacific (RRC.AP), and a representative from UNEP Regional Office for Asia and the Pacific (ROAP). The committee will review the application forms of the candidates. The EANET Secretariat will serve as the Secretariat for the selection committee;
4. The EANET Secretariat will consult with the participating countries, through the NFPs, and the NC about the short-listed candidate within one month. Taking account of the comments by the participating countries and the NC, the selection committee will interview the short-listed candidates as appropriate, and select the final candidate with special attention to the recommended candidates from the participating countries. The EANET Secretariat will inform the NFPs of the selected final candidate.
5. The RRC.AP will appoint the new Coordinator/Programme Officer of the Secretariat for the EANET.

QUALIFICATIONS AND RECRUITMENT PROCEDURES FOR THE DEPUTY DIRECTOR GENERAL OF THE ACAP IN CHARGE OF THE NETWORK CENTER

Qualifications:

- University degree, preferably doctorate, in environmental sciences, or a relevant science discipline. The candidate should have a good understanding of environment and sustainable development and the ability to carry out the intended tasks within the context of international relations;
- Demonstrated and proven ability to develop, operate and manage entities and projects;
- At least fifteen years of extensive working experience in implementing and supervising national/international activities in scientific research and/or administration on the environment such as monitoring and environmental pollution control;
- Familiarity with acid deposition problems, especially with the EANET;
- Experience and proficiency in co-ordination of networks, information management and technology transfer;
- Ability to prepare reports and make oral presentations in clear, concise and effective English;
- The candidate should be enthusiastic, dynamic, open-minded, creative, innovative, communicative, analytical, and strategically minded and able to work in a cross-cultural environment;
- Knowledge of one or more languages of the participating countries of the EANET would be preferable; and
- Nationals of the participating countries of the EANET will receive high preference.

Recruitment Procedures:

1. Vacancy announcement will be informed to the participating countries through the national focal points. The vacancy announcement will also be disseminated at the EANET website.
2. The national focal points will be invited to recommend applicants as appropriate, with his/her curriculum vitae (CV) including date of birth, nationality, educational qualifications, a summary of professional skills and/or expertise, his/her photograph and medical certificate. An expert who satisfies the qualifications could also submit his/her application without recommendations of the national focal points. The application should be submitted to the ACAP by certain deadline.
3. All the applications submitted to the ACAP will be circulated among the National Focal Points

(NFPs) for their comments. The applications with the recommendations from the NFPs should have higher priority.

4. Taking into account the comments by the NFPs, the Director General of the ACAP will give a recommendation to the President of the Japan Environmental Sanitation Center (JESC), who will make the decision on the basis of this recommendation.

Annex 8

**GUIDELINES FOR FELLOWSHIP AT THE NETWORK CENTER FOR THE
EANET**

1. Fellowship for research studies in the Network Center for the EANET (NC) is established under the decision of Intergovernmental Meeting (IG). The IG decides the appropriate sizes and sources for allocated budget.
2. The general directions and scope of researches are defined based on the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET), Work Program and Budget for the EANET and other relevant documents adopted by the IG and the Scientific Advisory Committee (SAC).
3. The NC sends an announcement of fellowship to the National Focal Points (NFPs), the SAC members of participation countries. The general conditions are explained in the announcement.
4. Scientists from the participating countries of the EANET can apply for the fellowship.
5. The applicants should send through the NFPs the proposal on study with clear identification of theme and expected results of works. The duration of study could be agreed with the NC within time limits of the fellowship.
6. The decision on the acceptance of the proposal will be done by the NC. The consideration could be completed within one month after closing date for receiving of the proposals.
7. The NC will make necessary arrangement and procedure for the fellows.
8. The results of studies should be prepared in the form of scientific reports or papers for journals.

**FORMAT OF THE PROVISIONAL BUDGET OF THE SECRETARIAT AND
THE NETWORK CENTER**

1. Secretariat

Table 1 - Estimated Budget of the Secretariat (US\$)

Items	Budget in the Present Fiscal Year	Budget in the Next Fiscal Year
1. Personnel Costs (include Salary, Social Security funds, Provident Fund, Tax, etc.)		
2. Rental of premises (as per Contract)		
3. Operating Costs		
3.1 Reporting Costs (i.e., printing of Session Summary and Proceedings)		
3.2 Development of Newsletter		
3.3 Office supplies		
3.4 Communication		
3.5 Travel of Staff for meetings (expenses include airfare and DSA)		
3.6 Meetings (including PTA tickets and DSA, venue, food, accommodation, logistics, etc.)		
3.7 Session of the Working Group on Future Development of the EANET (WGFD)		
3.8 Session of the Scientific Advisory Committee (SAC)		
3.9 Session of the Intergovernmental Meeting (IG)		
3.10 Fellowship Program at the NC		
3.11 Promotion of Public Awareness		
3.12 Capacity Building Workshop		
3.13 Report for Policy Makers		
3.14 Other Activities		
Sub-total		
Overhead (5% of sub-total excluding item to be supported from Savings)		
Total		

Table 2 - Estimated Amounts of Contributions from the Participating Countries to the Secretariat Budget, if Burden Sharing will be applied as Correspondent to the Latest UN Assessment Scale

Country	UN Scale of Assessment (%)	Scale of the EANET Burden Sharing (%)	Estimated Contribution in the Next Fiscal Year (US\$)
Cambodia			
China			
Indonesia			
Japan			
Lao PDR			
Malaysia			
Mongolia			
Myanmar			
Philippines			
Republic of Korea			
Russia			
Thailand			
Vietnam			
Total			

2. Network Center

Table 1 Estimated Budget for the Network Center (US\$)

Activity item	Man-Month	Total	Core (Direct expenses)	Additional (Direct expenses)	Core (Personnel costs)	Additional (Personnel costs)
1. Acid deposition monitoring						
- Promotion of appropriate EANET monitoring with the participating countries						
- Preparation of guidelines, technical manuals, strategy papers						
- QA/QC activities						
2. Compilation, verification, evaluation, storage and analysis of data						
3. Enhancement of data analysis and assessment						
- Support continuous assessment and evaluation of the monitoring data						
- Preparation of Periodic Report						
4. Implementation of technical support and capacity building activities						
- Technical support for EANET meetings including STM and TF/EGs						
- EANET Training (Individual, JICA, national training, etc.)						
- Technical mission and technical assistance to the participating countries						
5. Promotion of research activities						
- EANET Science Bulletin						
- Research Fellowship Program						
- Research for improving monitoring methodologies						
- Studies on the effects of acid deposition and other priority chemical species						
- Promotion of studies on models and emission inventories						
6. Promotion of public awareness						
- Public awareness workshop, etc.						
- Regular updating of EANET web page						
7. Further development of EANET						
8. Other works						
Sub Total						
Administrative Cost						
Grand Total						
Grand Total including Rental fee			(Rental fee:)			

Table 2 -Network Center Draft Budget with the Present Fiscal Year (US\$)

Activity item	Budget in the Present Fiscal Year (Direct expenses)	Budget in the Next Fiscal Year (Direct expenses)
1. Acid deposition monitoring		
- Promote appropriate EANET monitoring with the participating countries		
- Preparation of guidelines, technical manuals, strategy papers		
- QA/QC activities		
2. Compilation, verification, evaluation, storage and analysis of data		
3. Enhancement of data analysis and assessment		
- Support continuous assessment and evaluation of the monitoring data		
- Preparation of Periodic Report		
4. Implementation of technical support and capacity building activities		
- Technical support for EANET meetings including STM and TF/EGs		
- EANET Training (Individual, JICA, national training, etc.)		
- Technical mission and technical assistance to the participating countries		
5. Promotion of research activities		
- EANET Science Bulletin		
- Research Fellowship Program		
- Research for improving monitoring methodologies		
- Studies on the effects of acid deposition and other priority chemical species		
- Promotion of studies on models and emission inventories		
6. Promotion of public awareness		
- Public awareness workshop, etc.		
- Regular updating of EANET web page		
7. Further development of EANET		
8. Other works		
Sub-Total		
Administrative costs (excluding personnel costs)		
Personnel costs		
Rental fee of the building		
Total		

Table 3- Estimated Revenue for the Network Center

Organizations / Purpose	Revenue (US\$)			
	Core budget	Additional budget	Others	Total
1. Core budget Participating countries				
2. Additional budget (1) Name of organization (2) Name of organization (3) Name of organization (4) Name of organization				
3. Others				
4. Cash reserve				
Total				

Table 4- Balances between Estimated Revenue and Budget for the Network Center

Items	Revenue (US\$)	Budget (US\$)	Balance (US\$)
1. The NC core budget activities			
2. The NC additional budget activities			
3. Others			
Total			

**FORMAT OF THE FINANCIAL REPORT OF THE SECRETARIAT AND THE
NETWORK CENTER**

1. Secretariat Financial Report (USD)

Items	Budget in the Previous Fiscal Year	Total Expenditure in Previous Fiscal Year	Balance
1. Personnel Costs (include Salary, Social Security funds, Provident Fund, Tax, etc.)			
2. Rental of Premises (as per Contract)			
3. Operating Costs			
3.1 Reporting Costs (i.e., printing of Session Summary and Proceedings)			
3.2 Development of Newsletter			
3.3 Office Supplies			
3.4 Communication			
3.5 Travel of Staff for Meetings (expenses include airfare and DSA)			
3.6 Meetings (including PTA tickets and DSA, venue, food, accommodation, logistics, etc.)			
- Session of the Working Group on Future Development of the EANET (WGFD)			
- Session of the Scientific Advisory Committee (SAC)			
- Session of the Intergovernmental Meeting (IG)			
3.7 Fellowship Program at the NC			
3.8 Promotion of Public Awareness			
3.9 Capacity Building Workshop			
3.10 Report for Policy Makers			
3.11 Other Activities			
Sub-total			
Overhead (5% of sub-total excluding item to be supported from Savings)			
Total			

2. Network Center Financial Report

Table 1 - Balance between Revenues and Expenditures

Items	Revenues (US \$)	Expenditures (US \$)	Balance (US \$)
1. Core budget			
2. Additional budget			
3. Others			
Total			

Table2 – Revenues for the Network Center (Financial Contributions, etc.)

Organizations / Purpose	Revenue (US\$)			
	Core budget	Additional budget	Others	Total
1. Core budget Participating countries				
2. Additional budget (1) Name of organization (2) Name of organization (3) Name of organization (4) Name of organization				
3. Others				
4. Cash reserve				
Total				

***Contributions from the participating countries for the NC core budget**

Name of country	Contribution (US\$)	Name of country	Contribution (US\$)
		Total	

Table 3 - Expenditures of the Network Center (Core Budget Activities) (US\$)

Activity item	Budget			Expenditures		
	Direct expenses	Personnel costs	Total	Direct expenses	Personnel costs	Total
1. Acid deposition monitoring						
- Promotion of appropriate EANET monitoring with the participating countries						
- Preparation of guidelines, technical manuals, strategy papers						
- QA/QC activities						
2. Compilation, verification, evaluation, storage and analysis of data						
3. Enhancement of data analysis and assessment						
- Support continuous assessment and evaluation of the monitoring data						
- Preparation of Periodic Report						
4. Implementation of technical support and capacity building activities						
- Technical support for EANET meetings including STM and TF/EGs						
5. Promotion of public awareness						
- Regular updating of EANET web page						
6. Further development of EANET						
7. Other works						
Sub Total						
Administrative Cost						
Grand Total						

Table 4 - Expenditures of the Network Center (Additional Budget Activities) (US\$)

Activity item	Budget			Expenditures		
	Direct expenses	Personnel costs	Total	Direct expenses	Personnel costs	Total
1. Implementation of technical support and capacity building activities						
- EANET Training (Individual, JICA, national training, etc.)						
- Technical mission and technical assistance to the participating countries						
2. Promotion of research activities						
- EANET Science Bulletin						
- Research Fellowship Program						
- Research for improving monitoring methodologies						
- Studies on the effects of acid deposition and other priority chemical species						
- Promotion of studies on models and emission inventories						
3. Promotion of public awareness						
- Public awareness workshop, etc.						
4. Other works						
Sub Total						
Administrative Cost						
Grand Total						

Annex 5

WORK PROGRAM AND BUDGET OF THE EANET IN 2013

I. INTRODUCTION

1. The Secretariat budget is for the activities of the Secretariat in 2013 including personnel costs, rental of premises and operating costs (e.g. holding of the EANET meetings, communication with the participating countries, the NC and other relevant organizations, development of public awareness materials and the EANET Newsletters, publications of proceedings, and others).
2. The NC budget is intended for its core budget activities and additional budget activities. The core budget is the cost of all activities indispensable for promoting the Network activities in the participating countries under the framework of the EANET. The additional budget is the cost for strengthening the Network by providing technical assistance to the participating countries and by promoting further research activities.
3. The proposed Secretariat budget and the proposed core and additional budget of the NC in 2013 are in line with the “Medium Term Plan (MTP) for the EANET (2011-2015)” (EANET/IG 12/5 rev.1) adopted by the Twelfth Session of the Intergovernmental Meeting (IG12) on the EANET in November 2010. The estimated voluntary financial contribution from the participating countries for the proposed Secretariat budget and the proposed core budget of the NC in 2013 are also developed in with the “Procedures and Guidelines for Voluntary Financial Contributions to the EANET for 2011-2013” adopted at the IG12 in November 2010.

II. WORK PROGRAM IN 2013

4. As stated in the MTP for the EANET (2011-2015), the objectives of the MTP in the five years are as follows:
 - Improvement of current acid deposition monitoring in terms of data quality, completeness of monitoring items, distribution of monitoring sites and data management;
 - Extended assessment of the state of acid deposition including other relevant air pollutants in East Asia based on the analysis of the EANET monitoring data;
 - Development of scientific researches on the atmospheric environment in East Asia;
 - Common understanding on environmental, social and economic issues of atmospheric pollution in East Asia through the establishment of an epistemic community and promotion of public awareness;
 - Increasing transparency of the EANET;

- Strengthening policy relevance of the EANET activities;
 - Providing policy advice and information based upon sound science and assessment;
 - Enhance coordination in the dissemination of knowledge and information, training and public awareness activities;
 - Strengthening technology support and capacity in line with country needs; and
 - Enhancement of cooperative efforts among participating countries and relevant organizations.
5. To achieve the above objectives, activities covering all the EANET activities are identified for implementation in the 5-year period, i.e. 2011-2015, by the participating countries, the Scientific Advisory Committee (SAC), the Secretariat, the NC and other relevant bodies of the EANET, under the following seven (7) categories:
- (i) Promotion of acid deposition monitoring including QA/QC activities;
 - (ii) Improvement of compilation, verification, evaluation, storage & provision of data;
 - (iii) Enhancement of data analysis and assessment;
 - (iv) Implementation of technical support and capacity building activities;
 - (v) Promotion of research activities related to acid deposition problems;
 - (vi) Promotion of public awareness; and
 - (vii) Further development of the EANET.
6. In the year 2013, there are important activities as follows:
- Continuation of monitoring of all the EANET priority chemical species, improvement in monitoring methodologies and better instrument maintenance;
 - Upgrading of the data management system in the NC to enable easy access by approved users;
 - Development of the EANET technical manual *for air concentration monitoring*¹, and review regional and national SOPs and other technical manuals/guidelines;
 - Continuation of research activities to develop appropriate monitoring methodologies for the East Asian region including methodologies for monitoring of air concentrations, to study present status and effects of acid deposition and other priority chemical species, to study on models to assess and analyze the trend of national and regional acid deposition and other air pollutants in East Asia, etc.;
 - Promotion of emission inventories through workshops, training courses, pilot studies, preparation of reference materials, etc.;

¹ “Air concentration monitoring” means the atmospheric concentration monitoring of chemical species related to acid deposition.

- Discussion on future development of the EANET, including the future expansion of the scope of the EANET and institutional arrangement of the EANET Secretariat;
- Review the implementation of the Guidelines on Administrative and Financial Management for the Secretariat and the NC adopted at the IG14;
- Development of the draft Mid-Term Report on the implementation of the MTP for the EANET (2011-2015);
- Discussion on the development of the draft Report of the Review on the Status of Air Pollution in East Asia;
- Promotion of public awareness through publications, workshops, webpage, a network of experts, etc.;
- Development of the Report for Policy Makers (RPM);
- Review the implementation of the “Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET)”;
- Mobilization of resource and external funding.

II-1. Activities of the Secretariat, the NC and the Participating Countries of the EANET

7. In principle, activities of the Secretariat, the NC and the participating countries of the EANET in 2013 will be in line with the MTP for the EANET (2011-2015), as presented below.

Secretariat

8. The Secretariat will make necessary arrangement for the important meetings of the EANET in 2013 which include: Session of the Intergovernmental Meeting (IG), Session of the SAC, and Session of the Working Group on Future Development of the EANET (WGFD), in cooperation with the NC and the participating countries. Such arrangement includes preparation and coordination of meeting documents, communication with the hosting countries, reporting, publication of proceedings, logistic services such as preparation for conference facilities, transportation, etc.
9. The Secretariat will make administrative and financial arrangements for the EANET, such as regular communication with the National Focal Points (NFPs); communicating, with the donor agencies, the participating countries and the Asia Center for Air Pollution Research (ACAP) for the NC activities, etc.; and prepare the progress report and financial report in 2012 for submission to the participating countries.
10. The Secretariat, in collaboration with United Nation Environment Programme (UNEP) and Asian Institute of Technology (AIT), will review its institutional arrangement taking into account the new Memorandum of Understanding (MoU) between UNEP and AIT in 2011.

11. The Secretariat together with the NC will develop the draft Mid-Term Report on the implementation of the MTP for the EANET (2011-2015).
12. The Secretariat will make efforts to mobilize resources from available sources as highlighted in the MTP for the EANET (2011-2015), for the EANET activities, in coordination with the NC and the participating countries.
13. The Secretariat will promote further communication and cooperation with relevant organizations and programs relating to acid deposition such as the United Nations Economic Commission for Europe, Convention on Long-range Transboundary Air Pollution (UNECE CLRTAP) and its programmes including the Co-operative Programme for Monitoring and Evaluation of the Long Range Transmission of Air Pollutants in Europe (EMEP), International Co-operative Programme on Assessment and Monitoring of Air Pollution Effects on Forests (ICP-Forest) and their Centers (EMEP/CCC, IPC-Forest/PCC); World Meteorological Organization Global Atmospheric Watch Programme (WMO-GAW); Malé Declaration on Control and Prevention of Air Pollution and Its Likely Transboundary Effects for South Asia (Malé Declaration); Joint Forum on Atmospheric Environment in Asia and the Pacific (Joint Forum); Clean Air Initiative for Asian Cities (CAI-Asia) Center; National Atmospheric Deposition Program (NADP); Climate and Clean Air Coalition to Reduce Short-Lived Climate Pollutants Initiative (CCAC), Atmospheric Brown Cloud (ABC) Project; Asian Co-benefits Partnership (ACP), etc.
14. Subject to availability of funds, the Secretariat will promote public awareness in the participating countries to support environmental activities on acid deposition. The Secretariat will coordinate with the NC and the participating countries in developing materials for public awareness, including bi-annual issues of the EANET newsletter, the Third Report for Policy Makers (RPM3), and others.

Network Center (NC)

15. Asia Center for Air pollution Research (ACAP) will continue to implement the NC activities in line with the Work Program in 2013 to promote the EANET activities in cooperation with the participating countries and the Secretariat.

Administrative issues and international cooperation

16. In collaboration with the Secretariat, the NC will also make necessary arrangement for the important meetings of the EANET in 2013 such as the Session of the IG, Session of the SAC, and Session of the WGFD in cooperation with the participating countries.
17. The NC also will make administrative and financial arrangements for the EANET such as regular communication with the SAC members; communicating, the participating countries and the Secretariat, etc. and prepare the progress report and financial report in 2012 for submission to the

participating countries.

18. The NC will also make efforts to mobilize resources from available sources as highlighted in the MTP for the EANET (2011-2015), for the EANET activities, in coordination with the Secretariat and the participating countries.
19. In collaboration with the Secretariat, the NC will also develop the draft Mid-Term Report on the implementation of the MTP for the EANET (2011-2015).
20. The NC will also promote further communication and cooperation with relevant organizations and programs relating to acid deposition and air pollution, such as the UNECE CLRTAP and its programmes including the EMEP, ICP-Forest and their Centers (EMEP/CCC, ICP-Forest/PCC); WMO-GAW; Malé Declaration; Joint Forum; CAI-Asia Center; NADP; CCAC; ABC Project; ACP; etc.

Acid deposition monitoring including quality assurance and quality control (QA/QC) activities

21. The NC will promote following activities with the participating countries, Task Forces/Expert Groups (TFs/EGs), etc.:
 - To support monitoring of all EANET priority chemical species and improvement in monitoring methodologies and better instrument maintenance;
 - To make effort to increase the number of regional monitoring sites in collaboration with the participating countries;
 - To prepare guidelines, technical manuals and documents, as necessary; and
 - To prepare strategy papers for guidance on future direction of the EANET monitoring, as necessary.
22. The NC in cooperation with the National Centers and the National QA/QC Managers of the participating countries will implement the following inter-laboratory comparison projects.

(Inter-laboratory comparison surveys in 2013)

- The NC will distribute the samples for the inter-laboratory comparison surveys 2013 (the 16th project on wet deposition, the 9th project on dry deposition (filter-pack method), the 15th project on soil and the 14th project on artificial surface water) in October/November 2013.

(Inter-laboratory comparison surveys in 2012)

- The analytical results of the inter-laboratory comparison project 2012 (the 15th project on wet deposition, the 8th project on dry deposition (filter-pack method), the 14th project on soil and the 13th project on inland aquatic environment) by the participating laboratories should be submitted to the NC not later than 28 February 2013 as in the previous years for

submission to the results to the relevant the EANET meetings. The NC will prepare Reports on the Inter-laboratory Comparison Surveys in 2012 based on the submitted data for review at the Thirteenth Session of the Scientific Advisory Committee (SAC13).

(Inter-laboratory Comparison Surveys in 2011)

- The NC will publish reports on the Inter-laboratory comparison surveys in 2011 by the beginning of 2013 based on the submitted data for review at the SAC in 2012.
23. The NC will continue to provide technical advice for the participating countries in developing national QA/QC programs including preparing standard operating procedures for all the monitoring activities, etc.
 24. The NC will continue to participate in the international inter-laboratory comparison projects coordinated by the United States Geological Survey (USGS), WMO, EMEP and International Cooperative Programme on Assessment and Monitoring of Rivers and Lakes (ICP Waters).

Compilation, verification, evaluation, storage, analysis and provision of the data

25. The NC will communicate with the National Centers of the participating countries to ensure timely submission of data, and compile, verify, evaluate, store, analyze and provide the monitoring data obtained in 2012.
26. The NC will prepare the Draft Data Report 2012, based on the data submitted by the participating countries.
27. The NC will disseminate the EANET data in accordance with the “Procedures on Data and Information Disclosure for the EANET”. Relevant scientific and technical information will be also disseminated to the participating countries, organizations and individuals through the EANET website or using other means of communication as well as at regional/international meetings. Periodic updating and improvement of the EANET website will be undertaken. The NC will further promote easy access to monitoring data for data users.

Enhancement of the data analysis and assessment

28. The NC will implement following activities:
 - To support activities to assess the state of acid deposition using trend analysis, indicators, numerical models etc. by the Task Force and the SAC including review of the status of air pollution in East Asia;
 - To support to evaluate the monitoring data to assess impact on ecosystems by the Task Force on Soil and Vegetation Monitoring (TFSVM); and
 - To support the TFSVM to identify areas which have potential for damage by acid

deposition and other priority chemical species

Provision of technical assistance to the participating countries

29. The NC will organize the Senior Technical Managers' Meeting (STM) in 2013 in summer/autumn 2013 in collaboration with the Secretariat. The major objectives of this meeting are to exchange information between the NC and the National Center of each participating country, to disseminate latest scientific and technical information, to review the EANET activities of the participating countries, to clarify some important technical issues and to identify necessary activities to be carried out by the participating countries.
30. The NC will continue to support to the IG, the SAC, the WGFD and the TFs/EGs established under the SAC as their Secretariat. Following meetings will be held in 2013 within the allocated budget:
 - Task Force on Research Coordination (TFRC) including the Reviewing Committee on the Status of Air Pollution in East Asia ;
 - TFSVM; and
 - Expert Group on Preparation of Technical Manual for Air Concentration Monitoring (EGACM).
31. The NC will implement the following training activities in 2013:
 - Conduct a survey of national training activities in the participating countries in 2012;
 - Continue developing training materials, technical documents for monitoring on wet deposition, dry deposition, soil and vegetation and inland aquatic environment;
 - Assist national training activities by providing technical materials, dispatch technical experts;
 - Organize individual training at the ACAP (a few trainees from participating countries); and
 - Organize a training course on emission inventories and modeling.
32. The NC will utilize training programs and other technical assistance activities implemented by donor agencies to provide training on acid deposition monitoring to member countries if such training programs are available.
33. Depending on the availability of the resources and situation of operation/monitoring in the participating countries, the NC will continue to provide assistance and technical support to individual participating countries. In this connection, the NC will coordinate with relevant regional/international initiatives and funding agencies to maximize the use of available funds.
34. Subject to availability of funds, the NC will continue to dispatch technical missions to participating countries to exchange information and experiences with National Centers, National QA/QC managers and local experts, and to provide technical advice and disseminate the latest technical

information. Participating countries are encouraged to organize in-country technical workshops during these NC technical missions.

Implementation of research activities

35. The NC will publish the EANET Science Bulletin (Volume 3) in cooperation with the participating countries in 2013. The NC will make an announcement of scientific research papers to be published in "EANET Science Bulletin Vol. III" using EANET's website, circulation letter, among the NFPs, national centers, and other contacts related to the EANET activities. The NC will make a request to the national centers and the NFPs to provide a list of publications which were prepared for national and international journals using EANET data.
36. Subject to availability of funds, the NC will continue to implement the EANET Research Fellowship Program in 2013. The NC will invite two scientists from the participating countries to conduct the fellowship research at the ACAP for about 2 months.
37. The NC will continue research activities in 2013 to improve monitoring methodologies with particular emphasis on dry deposition and soil/vegetation monitoring and conduct the following research activities depending on availability of necessary financial resources.
 - Research cooperation on catchment study with Thailand, Malaysia and Japan to evaluate the elemental flux and discuss possible effects of acid deposition in forest catchments and to promote catchment monitoring in line with the strategy paper for future directions of soil, vegetation and related ecosystems monitoring;
 - Studies on acid deposition including improvement of methodologies for measurement of air concentrations in East Asia;
 - Studies on review of the status of air pollution in East Asia; and
 - Promotion of emission inventory and modeling research activities, etc.

Public awareness activities

38. The NC, in coordination with the Secretariat and the participating countries will undertake the following activities in 2013 to promote public awareness on acid deposition problems:
 - Promotion of public awareness in the participating countries to support environmental activities on acid deposition and air pollution issues;
 - Promotion of public awareness to multi-layer stakeholders through the joint project for supporting the environmental education activities on acid deposition, etc. if necessary fund is available;
 - Development of printed materials (brochures, etc.) related to acid deposition issues for public awareness;
 - Regular upgrading and maintenance of the EANET web page including issuing of the

documents of the EANET meetings and updating the e-Learning course on acid deposition and providing other educational materials for internet users;

- Uploading of the EANET meeting documents to the EANET website in cooperation with the Secretariat in accordance with the result on the discussion on the “Criteria for uploading priority documents to the EANET website” in the “Revised Guidelines on Administrative and Financial Management for the Secretariat and the NC”.
- Biannual issue of the EANET Newsletter and the RPM3 in cooperation with the Secretariat;
- Supporting activities in developing public awareness materials for policy makers as appropriate; and
- Creation of a network of experts concerned with atmospheric environment issues within East Asia.

Future development of the EANET

39. The NC will support activities for consideration on the future expansion of the scope of the EANET.

Other tasks

40. Subject to availability of funds, the NC will maintain close communication and coordination with other regional environmental monitoring networks, international/bilateral organizations and other relevant initiatives and exchange information related to scientific and technical issues. Closer collaboration will be promoted with the Task Force on Hemispheric Transport of Air Pollution (TF HTAP) on hemispheric transport issues and with WMO-GAW on global precipitation chemistry assessment.
41. In cooperation with the Secretariat, the NC will implement other tasks requested by the IG.

Participating Countries of the EANET

42. The participating countries will continue to revise their national monitoring plans where appropriate based on the experiences in the previous years and comments from the sessions of the SAC. The revised plans shall be submitted to the NC in accordance with the Technical Documents for the EANET for discussion at the STM in 2013.
43. The participating countries will continue the acid deposition monitoring activities based on their national monitoring plans with guidance from the NC. The National Centers of the participating countries shall collect, check and submit their monitoring data in 2012 to the NC through the NFPs before the end of June 2013.
44. The participating countries shall continue to implement the following activities in collaboration

with the NC:

- improving implementation of all required monitoring items with necessary data completeness and accuracy;
 - making best effort to establish new monitoring site(s) and ensure appropriate distribution of monitoring sites within the country;
 - developing a set of SOPs for operational monitoring;
 - implementing dry deposition (air concentration) monitoring at their sites; and
 - considering application of less expensive monitoring methods if resources are limited.
45. The National QA/QC Managers and the National Centers shall continue to implement QA/QC activities and communicate with the national laboratories on data assurance. All national laboratories are encouraged to participate in the Inter-laboratory comparison surveys of the EANET. The results of the Inter-laboratory comparison surveys in 2012 should be submitted to the NC by the end of February 2013.
46. Any changes and/or nominations of the NFPs, the SAC members, the National QA/QC Managers, and the National Centers in the participating countries should be sent to the Secretariat in a written form.

II-2. Sessions of IG, SAC and WGFD in 2013

Session of the IG in 2013 (IG15)

47. The Session of the IG in 2013 (IG15) will be held in autumn 2013. The participating countries willing to host the Session are invited to express their intention to the Secretariat. The Secretariat will discuss the date, venue and necessary arrangements of the IG in 2013 with the hosting country.

Session of the WGFD in 2013 (WGFD12)

48. The Session of the WGFD in 2013 (WGFD12) will be held in autumn after the Session of the SAC in 2013 to review and discuss the progress of the development of the Draft Report of the Review on the Status of Air Pollution in East Asia. The outcomes of the WGFD Session will be reported and considered at the Session of the IG in 2013.

Session of the SAC in 2013 (SAC13)

49. The Session of the SAC in 2013 (SAC13) will be held before the Session of the WGFD in 2013 in autumn 2013. The participating countries willing to host the Session are invited to express their intention to the Secretariat.

III. PROPOSED BUDGET IN 2013

III-1. Secretariat

50. The proposed total Secretariat budget in 2013 is US\$ 473,340 which is in line with the MTP for the EANET (2011-2015) adopted at the IG12 in November 2010. It is itemized in the following categories: personnel cost; rental of premises; and operating costs, including reporting cost, development of newsletters, office supplies, communication, travel of staff, meetings, fellowship program at the NC, overhead, etc. The details are provided in Table 1 of Annex 1.
51. Based on the flat amount for a period of three years (2011-2013) as indicated in the “Procedures and Guidelines for Voluntary Financial Contributions to the EANET for 2011-2013” (EANET/IG 12/10/2 rev.1) adopted at the IG12 in November 2010, it is expected that the total voluntary financial contribution from the participating countries in 2013 will be US\$ 473,378 for the Secretariat budget. The estimated amount of voluntary financial contributions for each participating country based on burden sharing as correspondent to the latest UN scale of assessment is presented in Table 2 of Annex 1.
52. The participating countries are encouraged to make voluntary financial contributions to the Secretariat budget in 2013 as early in the year as possible but not later than 30 June 2013 by sending their contributions to the bank account of Regional Resource Centre for the Asia and the Pacific at Asian Institute of Technology (RRC.AP at AIT). Additional contributions both in-kind and in-cash are also welcomed.
53. The trend of the Secretariat regular budget and expenditures for 2007-2011 is presented in Reference Table 1 of Annex 2 of this document.

III-2. Network Center

54. The proposed NC budget for core and additional budget activities is described in Table 3 of Annex 1. The budget is estimated in line with the MTP for the EANET (2011-2015), and based on the “Procedures and Guidelines for Voluntary Financial Contribution to the EANET for 2011-2013”.
55. The proposed annual budget of the NC in 2013 is estimated to be approximately US\$ 1,231,000 including personnel and administrative costs consisting of US\$ 396,000 required for the core budget activities, US\$ 650,000 required for the additional budget activities and US\$ 185,000 for rental fee of the building. The amount of the core budget is the same as the MTP for the EANET because financial contribution from the participating countries to the NC core budget is expected. However in case of additional budget, it will be rather difficult to get research fund in Japan and so on, draft total amount of additional budget is estimated US\$ 84,000 smaller amount than the MTP for the EANET (2011-2015). Table 4 of Annex 1 shows the estimated budget for 2013 compared to the estimated budget in 2012 according to each activity.

56. The estimated revenue for the NC in 2013 is US\$ 1,231,000 comprising of US\$ 396,000 for core budget activities, US\$ 650,000 for additional budget activities and US\$ 185,000 for support of the NC activities from Niigata Prefecture as shown in Table 5 of Annex 1. The revenue for the NC core budget activities in 2013 is expected to be derived from voluntary financial contribution from the participating countries amounting to US\$ 396,000 as also shown in Table 5 of Annex 1. As the IG12 adopted, the participating countries are encouraged to make voluntary financial contributions to the NC core budget in accordance with the “Procedure and Guidelines for Voluntary Financial Contribution to the EANET in 2011-2013”. The amount of voluntary financial contribution expected from each participating country amounting to US\$396,000 is calculated based on burden sharing as correspondent to the latest UN scale of assessment and based on the estimated flat amount of expenditure of the NC for 3 years (2011-2013) (Reference Table of Annex 1). Participating countries are also encouraged to make in-kind or cash contributions, in addition to the above to support specific core budget activities of the NC.
57. The participating countries are encouraged to make voluntary financial contributions to the NC core budget by sending their contributions directly to the bank account of Japan Environmental Sanitation Center (JESC).
58. The revenue on the NC additional budget in 2013 is expected to be contributed by the Ministry of Environment (MOE), Japan, Niigata Prefecture, Niigata City and research funds. The participating countries are also encouraged to support the additional budget activities of the NC by providing cash and/or in-kind contributions.
59. The balance between estimated revenue and budget of the NC is also shown in Table 6 of Annex 1.
60. The trend of the NC core budget and its expenditures for 2007-2011 is presented as a reference shown in Annex 2 of this document.

Annex 1

Table 1 - Estimated Budget of the Secretariat in 2013 (US\$)

Items	Budget in 2012	Budget in 2013
1. Personnel Costs (include Salary, Social Security funds, Provident Fund, Tax, etc.)	165,900	165,900
2. Rental of premises (as per Contract)	30,000	30,000
3. Operating Costs		
3.1 Reporting Costs (i.e., printing of Session Summary and Proceedings)	9,000	8,100
3.2 Development of Newsletter	2,000	2,000
3.3 Office supplies	1,900	1,700
3.4 Communication	8,570	8,100
3.5 Travel of Staff for meetings (expenses include airfare and DSA)	19,500	18,900
3.6 Meetings (including PTA tickets and DSA, venue, food, accommodation, logistics, etc.)		
- Twelfth Session of the Working Group on Future Development of the EANET (WGFD12)	52,000	49,000
- Thirteenth Session of the Scientific Advisory Committee (SAC13)	57,000	57,000
- Fifteenth Session of the Intergovernmental Meeting (IG15)	55,000	55,000
3.7 Fellowship Program at the NC	20,000	20,000
3.8 Promotion of public awareness	50,000*	17,100
3.9 The Third Report for Policy Makers		18,000
Sub-total	470,870	450,800
Overhead (5% of sub-total excluding item to be supported from Savings)	21,044	22,540
Total	\$491,914	473,340

* The budget item of "Promotion of Public Awareness" will be supported from the account of Savings of the Secretariat.

Table 2 - Estimated amounts of contributions in 2013 (US\$) from the participating countries to the Secretariat budget, if burden sharing will be applied as correspondent to the latest UN assessment scale

Country	UN scale of assessment 2010-2012 (%)	Scale of the EANET burden sharing (%)	Estimated flat amount contribution in 2011-2013 (US\$)
Cambodia	0.003	0.015	71
China	3.189	15.620	73,942
Indonesia	0.238	1.166	5,519
Japan	12.53	61.373	290,526
Lao PDR	0.001	0.005	24*
Malaysia	0.253	1.239	5,865
Mongolia	0.002	0.010	47*
Myanmar	0.006	0.029	137
Philippines	0.09	0.441	2,088
Republic of Korea	2.26	11.070	52,403
Russia	1.602	7.847	37,146
Thailand	0.209	1.023	4,843
Vietnam	0.033	0.162	767
Total	20.416	100	473,378

* Lao PDR and Mongolia are expected to make a minimum contribution of US\$ 50.00 based on the IG9 decision (Ref. EANET/IG 9/7.rev1, Revised Procedures and Guidelines for Voluntary Financial Contributions to the EANET).

Table 3 - Estimated Budget for the Network Center in 2013 (US\$)

Activity item	Man-Month	Total	Core (Direct expenses)	Additional (Direct expenses)	Core (Personnel costs)	Additional (Personnel costs)
1. Acid deposition monitoring	13	91,000	19,000		72,000	
- Promotion of appropriate EANET monitoring with the participating countries	5	30,000	2,000		28,000	
- Preparation of guidelines, technical manuals, strategy papers	4	23,000	1,000		22,000	
- QA/QC activities	4	38,000	16,000		22,000	
2. Compilation, verification, evaluation, storage and analysis of data	6	50,000	17,000		33,000	
3. Enhancement of data analysis and assessment	3	17,000	1,000		16,000	
- Support continuous assessment and evaluation of the monitoring data	3	17,000	1,000		16,000	
- Preparation of the PRSAD						
4. Implementation of technical support and capacity building activities	29	337,000	104,000	72,000	50,000	111,000
- Technical support for the EANET meetings including the STM and the TF/EGs	9	154,000	104,000		50,000	
- EANET Training (Individual, JICA, national training, etc)	11	79,000		18,000		61,000
- Technical mission and technical assistance to the participating countries	9	104,000		54,000		50,000
5. Promotion of research activities	26	291,000		148,000		143,000
- EANET Science Bulletin	1	9,000		4,000		5,000
- Research Fellowship Program	2	27,000		16,000		11,000
- Research for improving monitoring methodologies	3	60,000		44,000		16,000
- Studies on the effects of acid deposition and other priority chemical species	3	60,000		44,000		16,000
- Promotion of studies on models and emission inventories	17	135,000		40,000		95,000
6. Promotion of public awareness	7	47,000	3,000	6,000	5,000	33,000
- Public awareness workshop, etc.	6	39,000		6,000		33,000
- Regular updating of the EANET web page	1	8,000	3,000		5,000	
7. Further development of the EANET	1	6,000	1,000		5,000	
8. Other works	2	18,000		7,000		11,000
Sub Total	87	857,000	145,000	233,000	181,000	298,000
Administrative Cost	16	189,000	42,000	58,000	28,000	61,000
Grand Total	103	1,046,000	187,000 (396,000*)	291,000 (650,000*)	209,000	359,000
Grand Total including Rental fee		1,231,000	(Rental fee: US\$185,000)			

Note: * The figures in the brackets include personnel cost of core budget (US\$209,000) and additional budget (US\$359,000) respectively.

Table 4 - Network Center Budget in 2013 (proposed) and 2012 (US\$)

Activity item	2012 (Direct expenses)	2013 (Direct expenses)
1. Acid deposition monitoring	37,000	19,000
- Promote appropriate EANET monitoring with the participating countries	2,000	2,000
- Preparation of guidelines, technical manuals, strategy papers	16,000	1,000
- QA/QC activities	19,000	16,000
2. Compilation, verification, evaluation, storage and analysis of data	19,000	17,000
3. Enhancement of data analysis and assessment	16,000	1,000
- Support continuous assessment and evaluation of the monitoring data	1,000	1,000
- Preparation of the PRSAD2	15,000	0
4. Implementation of technical support and capacity building activities	163,000	176,000
- Technical support for the EANET meetings including the STM and the TF/EGs	76,000	104,000
- EANET Training (Individual, JICA, national training, etc.)	33,000	18,000
- Technical mission and technical assistance to the participating countries	54,000	54,000
5. Promotion of research activities	109,000	148,000
- EANET Science Bulletin	5,000	4,000
- Research Fellowship Program	16,000	16,000
- Research for improving monitoring methodologies	54,000	44,000
- Studies on the effects of acid deposition and other priority chemical species	7,000	44,000
- Promotion of studies on models and emission inventories	27,000	40,000
6. Promotion of public awareness	35,000	9,000
- Public awareness workshop, etc.	32,000	6,000
- Regular updating of the EANET web page	3,000	3,000
7. Further development of the EANET	1,000	1,000
8. Other works	7,000	7,000
Sub-Total	387,000	378,000
Administrative costs (excluding personnel costs)	104,000	100,000
Personnel costs	589,000	568,000
Rental fee of the building	185,000	185,000
Total	1,265,000	1,231,000

Note1: Colored (Meshed) parts means core budget.

Table 5 - Estimated Revenue for the Network Center in 2013

Organizations / Purpose	Fund Contribution (US \$)			
	Core budget	Additional budget	Others	Total
1. Contribution from the participating countries for the Network Center core budget	396,000			396,000
2. Regional Resource Center for Asia and the Pacific (RRC.AP) (Fellowship program)		20,000		20,000
3. Ministry of the Environment (MOE), Japan (Contribution)		529,000		529,000
- Additional budget activities		529,000		529,000
4. MOE, Japan (through contract)		51,000		51,000
- Promotion of studies on models		51,000		51,000
5. Research Funds		44,000		44,000
6. Niigata Prefecture - Support for EANET meetings		4,000		4,000
7. Niigata City - Support for EANET meetings		2,000		2,000
8. Niigata Prefecture - Support for NC activities			185,000	185,000
9. Cash reserve				0
Total	396,000	650,000	185,000	1,231,000

Reference Table - Estimated amounts of contributions in 2013 from the participating countries to the NC Core Budget if burden sharing will be applied as correspondent to the latest UN assessment scale (from “Procedures and Guidelines for Voluntary Financial Contributions to the EANET for 2011-2013 (EANET/IG 12/10/2.rev1)”)

Country	UN scale of the assessment 2010-2012 (%)	Scale of the EANET burden sharing (%)	Estimated flat amount contribution in 2011-2013 (US\$)
Cambodia	0.003	0.015	59
China	3.189	15.620	61,855
Indonesia	0.238	1.166	4,617
Japan	12.53	61.373	243,037
Lao PDR*	0.001	0.005	20
Malaysia	0.253	1.239	4,907
Mongolia*	0.002	0.010	40
Myanmar	0.006	0.029	115
Philippines	0.09	0.441	1,746
Republic of Korea	2.26	11.070	43,837
Russia	1.602	7.847	31,074
Thailand	0.209	1.023	4,051
Vietnam	0.033	0.162	642
Total	20.416	100	396,000

* Lao PDR and Mongolia are expected to make a minimum contribution of US\$50.00 based on the IG9 decision on the “Revised Procedures and Guidelines for Voluntary Financial Contributions to EANET” (EANET/IG 9/7.rev1).

Table 6 - Balances between estimated Revenue and Budget for the Network Center in 2013

Items	Revenue (US\$)	Budget (US\$)	Balance (US\$)
1. NC Core budget activities	396,000	396,000	0
2. NC Additional budget activities (MOE of Japan, AIT-RRC.AP)	644,000	650,000	0
3. NC Additional budget activities (Niigata Prefecture and Niigata City)	6,000		
4. NC activities (Niigata Prefecture)	185,000	185,000	0
Total	1,231,000	1,231,000	0

Reference Table 1 - Trend of the Secretariat Regular Budget and Expenses in US\$ from 2007 to 2011

Item	2007		2008		2009		2010		2011	
	Budget	Expenses								
1. Personnel cost	113,370	80,811	157,818	117,642	157,818	135,518	161,818	147,840	165,900	155,882
2. Rental of premises as per Contract	30,000									
3. Operating Cost	170,739	185,261	263,000	279,331	263,000	237,370	259,000	213,799	254,936	206,380
- Purchase equipment of the Secretariat				4,912						
- Preparation of proceedings and reporting	3,000	13,571	8,000	9,341	13,000	15,364	9,000	9,455	8,700	8,073
- Development of Newsletters and printing of factsheets							3,000	2,960	2,000	678
- Purchase of office supplies	1,000	607	2,000	1,900	1,850	1,303	2,000	1,776	1,536	1,545
- Communication	2,000	12,833	11,000	12,444	9,000	8,361	8,000	8,414	8,000	8,019
- Participation of the EANET Staff to meetings	8,000	7,074	10,000	10,741	15,150	14,562	15,000	15,437	18,700	18,320
- Meetings					184,000	162,951	182,000	155,714		
♦ Working Group Meeting	54,000	46,090	55,000	77,296					51,000	34,299
♦ SAC and IG	52,000	59,082	54,000	62,345					56,000	57,480
♦ Other meeting cost: (Previous year adjustment)	50,739	46,004	51,000	46,671					55,000	49,835
♦ High Level Meeting		(987)**	20,000	3,112***						(3,397)
- Fellowship program at the NC			20,000	20,039	20,000	20,040	20,000	20,043	20,000	20,045
- National Workshops on PA			2,000	1,621	20,000	14,789			8,000	2,563
- Youth Activities									5,000	4,273
- Capacity Building for Information and Communication Technologies for the EANET									18,000	
- Exchange Program									3,000	2,665
- Report for Policy Makers			17,963	16,872						
- Deposit to Savings							20,000			
- Savings: Printing of the EANET Brochure										1,984
- Commitment Policy maker			12,037	12,037						
4. Overhead (5%)	15,705	14,754	22,541	21,349	22,541	20,144	22,541	19,582	22,542	19,613
5. Additional Expense from Saving	-	57,568	-	31,597	-	-	-	-	-	-
Total	329,814	367,407	473,359	479,919	473,359	423,032	473,359	411,221	473,378	411,875
- Contribution from Cambodia to the NC less 5% overhead								50 -2		59 -3

Remarks: *Air ticket refund for the SAC4 and the IG6
 ** Air ticket refund for the SAC6
 *** Including meeting bags; previous year adjustment of the WGFD5 and the IG9

Reference Table 2 - Trend of the Network Center Budget and Expenses in US\$ from 2007 to 2011 (Core budget activities)*

Activities	2007		2008		2009		2010		2011	
	Bud.	Exp.								
**1. Central compilation, evaluation and storage of data, etc.	61,400	54,327	57,400	32,170	84,900	82,731	79,100	99,283	148,000	147,348
- Data verification including the PRSAD1/2	56,400	50,059	37,400	27,143	74,900	78,109	74,100	91,086	123,000	137,322
- Maintenance of database	5,000	4,268	20,000	5,027	10,000	4,622	5,000	8,197	25,000	10,026
2. Preparation of data report	25,000	41,921	25,000	26,660	25,000	23,303	25,000	25,679	27,000	24,984
3. Dissemination of data and relevant information	22,000	14,374	22,000	15,081	22,000	17,088	22,000	19,885	20,000	17,719
- Analysis on the state of acid deposition in the region	12,000	10,107	12,000	10,053	12,000	9,268	12,000	14,496	11,000	11,631
- Development and updating of the EANET website	10,000	4,267	10,000	5,028	10,000	7,820	10,000	5,389	9,000	6,088
4. Strengthening technical capacity in participating countries	90,000	99,137	90,000	76,178	90,000	73,618	90,000	79,624	70,000	74,901
- STM Meeting	90,000	99,137	90,000	76,178	90,000	73,618	90,000	79,624	70,000	74,901
5. Implementation and coordination of the QA/QC activities	61,000	52,550	43,000	39,012	43,000	46,648	43,000	52,099	52,000	50,367
- Inter-laboratory comparison surveys	49,000	40,227	31,000	28,959	31,000	35,323	31,000	39,994	52,000	50,367
- Individual questions and answers	12,000	12,323	12,000	10,053	12,000	11,325	12,000	12,105		
6. Implementation of the training activities	5,000	4,268	5,000	5,027	5,000	4,624	5,000	4,942		
- Development of annual training program	5,000	4,268	5,000	5,027	5,000	4,624	5,000	4,942		
7. Research activities	12,000	4,268								
- Research for improving monitoring methodologies	12,000	4,268								
***8. Technical support for the EANET meetings	123,200	122,221	121,200	170,338	117,200	137,038	119,200	120,016	74,000	86,170
- Preparation of technical documents	20,000	17,856	20,000	20,105	20,000	18,492	20,000	19,774	17,000	18,040
- Attendance to the EANET meetings	40,000	47,253	40,000	57,468	40,000	38,434	40,000	42,079	40,000	47,166
- Support for Task Forces (and Expert Groups)	37,200	40,046	55,200	92,765	57,200	80,112	59,200	58,163	17,000	20,964
- Management of the network on soil/vegetation specialists	6,000	4,267	6,000	0						
- Other follow-up activities of the meetings	20,000	12,799								
9. Administrative works	32,400	40,425	6,000	5,080	24,000	29,929	24,000	30,468	5,000	5,777
- Communication/coordination	10,400	19,094								
- Management of budget and personal affairs	8,000	12,798								
- Miscellaneous including tasks on future development of the EANET to establish a sound financial basis	14,000	8,533	6,000	5,080	24,000	29,929	24,000	30,468	5,000	5,777
Total	432,000	433,491	369,600	369,546	411,100	414,979	407,300	431,996	396,000	407,266

[Supplementary Explanation]

* From 2007 to 2011, the revenue was equal or more than total expenditures every year.

** Central compilation, evaluation and storage of data, etc.

(1) Captioned cost except for 2008 includes “Development of the Periodic Report on the State of Acid Deposition in East Asia (PRSAD)” and the relevant activities (such as holding of the Scientific Workshop in 2009).

(2) Captioned cost in 2010 was increased due to number of the experts who were invited to the First Lead Authors Meeting were increased and so on.

*** Technical support for the EANET meetings

Captioned cost includes the cost for supporting Task Forces and Expert Groups. In 2007, since totally 6 new Task Forces and Expert Groups were established, and the members were increased in accordance with the request from the Chairpersons of the Task Forces and Expert Groups, the actual expenditures were increased comparing with the original estimation especially in 2008 and 2009.