

Twenty-fourth Session of the Intergovernmental Meeting on the
Acid Deposition Monitoring Network in East Asia (EANET)
24-25 November 2022, Hybrid (on-site/online), Manila, Philippines

**CONSIDERATION OF THE PROCESS OF REVISION OF GUIDELINES ON THE
ADMINISTRATIVE AND FINANCIAL MANAGEMENT FOR THE SECRETARIAT AND
THE NETWORK CENTER, AND THE PROJECT FUND AND GUIDELINE**

I. INTRODUCTION

1. The Guidelines on the Administrative and Financial Management for the Secretariat and the Network Center were endorsed at the Seventh Session of the Intergovernmental (IG) Meeting (IG7) on the EANET in 2005. The Guidelines were further revised at the IG14 in 2012, IG15 in 2013, IG19 in 2017, IG22 in 2020, and IG23 in 2021.
2. The EANET Project Fund and Project Guideline was approved at the IG23, together with the establishment of the EANET Project Fund, and the expansion of scope of the EANET from acid deposition to include air pollution through the adoption of the Supplementary Document (Annex) to the Instrument for Strengthening the Acid Deposition Monitoring Network in East Asia (EANET).
3. At the Working Group Meeting in 2022 (WG2022), one Participating Country (Japan) proposed revisions to the Guidelines on the Administrative and Financial Management for the Secretariat and the Network Center and the EANET Project Fund and Project Guideline (collectively called Guidelines).
4. Following the discussions, and comments of the Participating Countries at the WG2022, the following recommendations specific to the above-mentioned Guidelines were agreed to be submitted to IG24:
 - “Consider, discuss, and provide guidance on the process for revision of the EANET Project Fund and Project Guideline by the Participating Countries, and Revision of the Guidelines on the Administrative and Financial Management for the Secretariat and the Network Center, taking account of opinions from Participating Countries, including review by the Secretariat and the Network Center.”
 - “Consider, discuss and approve the trial implementation of recommendations on modification of the EANET Project Fund and Project Guideline and Guidelines on the Administrative and Financial Management for the Secretariat and the Network Center for at least one year, following alignment with UN Rules and Regulations and based on the consent of all Participating Countries. Effective revisions will be submitted to the following IG for consideration, discussion, and approval.”
5. Based on the Recommendations of the WG2022 to IG24, the proposed process for revision of the Guidelines are:

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- a. IG24 decides to undertake revision of the Guidelines within a set process and timeframe;
- b. The IG24 tasks the Secretariat and the NC to request inputs from all Participating Countries on the Guidelines for the Administrative and Financial Guidelines of the Secretariat and the NC, and the EANET Project Fund and Project Guideline for at least 1 month;
- c. The IG24 requests the Secretariat and the NC to provide their own recommendations for revision of the Guidelines.
- d. The IG24 requests the Secretariat and the NC to consolidate and request UNEP's review of the proposed comments and suggestions considering the UN rules and regulations and the Asia Center for Air Pollution (ACAP) Research's review of ACAP rules and regulations.
- e. The IG24 requests the Secretariat and the NC to provide background documents compiling the proposed revisions from the PCs and a background document on alignment of the proposed revisions with UN Rules and Procedures and ACAP rules and regulations for submission to IG.

II. ACTIONS REQUIRED

6. The IG24 is invited to review the Process of Revision of the Guidelines on the Administrative and Financial Management for the Secretariat and the Network Center, and the Project Fund and Guideline and may wish to consider, discuss and approve, as appropriate.