

**DISCUSSION AND CONSENSUS ON THE COMMENTS RECEIVED BY THE
SECRETARIAT ON THE GUIDELINES ON THE ADMINISTRATIVE AND
FINANCIAL MANAGEMENT FOR THE SECRETARIAT AND THE NETWORK
CENTER**

I. INTRODUCTION

1. On 24 and 25 November 2022, the 24th Session of the Intergovernmental Meeting on the EANET, as recorded in the Report of the Session (EANET/IG24/13) paragraph 28, “Discussed the necessity of Revising the Guidelines (Administrative and Financial Management Guidelines of the Secretariat and the Network Center, and the EANET Project Fund and Guideline) to implement the Supplementary Document – Annex to the Instrument for the Strengthening of the Acid Deposition Monitoring Network in East Asia and EANET Project Fund, the IG agreed to:

- Task the Secretariat and the Network center to request Participating Countries to provide suggestions on revision locations of which contents of the specific document/ attachment of Guidelines, to be modified, reason for modifying, and encourage PCs to provide potential modification changes by the end of February 2023
- Task the Secretariat and the Network Center to consolidate all suggestions from Participating Countries and send back to Participating Countries and get consensus on proposed parts/ sections, possibly through an online meeting
- After consensus on parts to be modified, task Secretariat and Network Center to request Participating Countries on specific proposed modifications on the agreed parts
- Task the Secretariat and the Network Center to consolidate draft proposed recommendations in text from the one month before WG2023 and seek the guidance from UNEP as host of the Secretariat and ACAP as host to the Network Center, to comply with UN Rules and Regulations and ACAP Rules and Regulations
- Task the Secretariat and the Network Center to circulate consolidated proposed recommendations and seek comments from Participating Countries on WG2023 and circulate as well to SAC23
- Task the Secretariat and the Network Center to circulate consolidated the final draft revisions considering recommendations from WG and SAC to PCs by one month before IG25”.

2. In line with the decisions from IG described above, the Secretariat has sent the request to Participating Countries on revision locations/sections on the Guidelines through an email to National Focal Points (NFPs) on 23 December 2023, with a deadline on the request for inputs by end of February 2023. However, due to delays in getting the inputs from PCs, the deadline was extended to end of March 2023.
3. The Secretariat has received the inputs from 4 Participating Countries, namely from China, Japan, Malaysia, and Thailand.
4. The individual comments from Participating Countries are temporarily uploaded in the password-protected Repository section of the EANET website (<https://www.eanet.asia/resources/repository/>) for the time of the meeting.
5. The Secretariat has consolidated all the comments of Participating Countries in one MS Excel file keeping the original inputs submitted by the Participating Countries. The comments have been consolidated in one file to facilitate easy reference during the discussion and consensus building.

II. ACTIONS REQUIRED

6. The Online Meeting is invited to discuss and reach consensus on the Comments received by the Secretariat on the Guidelines on the Administrative and Financial Management for the Secretariat and the Network Center, (EANET/OM2023/4), and provide guidance, as appropriate.