

PAME II-2018

Annotation to Agenda 10: 2019 Ministerial submissions

SAO Chair's guidance for the Rovaniemi Declaration and SAO Report to Ministers

Overview

The Arctic Council Ministerial will take place Rovaniemi in early May 2019. We should start planning for the preparation of the two main documents of the Ministerial: the Rovaniemi Declaration and the SAO Report to Ministers.

The Rovaniemi Declaration will be a brief political statement that touches on the state of the Arctic region, describes successful efforts to cooperate through the Arctic Council, and highlights selected achievements and plans for the future. As in the past, the SAO Report to Ministers (“SAO Report”) will be a relatively detailed document describing the achievements of the Arctic Council during the current Chairmanship and outlining the work to be undertaken during the next Chairmanship.

In addition, this time we will also have a third document/ process to keep in mind, namely the Strategic plan of the Arctic Council. All three documents have to be developed hand in hand and should, when presented at the Rovaniemi Ministerial, complement each other in a meaningful way. A draft version of the Strategic plan will be shared with the WG Chairs and Executive Secretaries in the early fall of 2018, so that it will hopefully be easier for the subsidiary bodies to ensure that their first draft submissions to the Ministerial documents are somewhat aligned with the Strategic plan.

Rovaniemi Declaration

The Rovaniemi Declaration will be drafted by the Finnish Chairmanship with contribution from the incoming Icelandic Chairmanship, and then finalized through discussion principally among SAOs and Permanent Participant HoDs, with the participation of the Working Groups (WGs) and other subsidiary bodies (i.e., the two Task Forces and the Expert Group) as appropriate. Input submitted by the WGs and other subsidiary bodies for the SAO Report will serve as a starting point for drafting the Ministerial Declaration.

SAO Report to Ministers

By its nature, the SAO Report will require considerable input from each of the Working Groups (WGs) and other Arctic Council subsidiary bodies.

As detailed below, the SAO Chair requests that the WGs and other subsidiary bodies deliver their respective first draft input for the SAO Report – on achievements during 2017-2019 as well as on work plans during 2019-2021 – to SAOs and PPs via the Arctic Council Secretariat by 15 November 2018.

The SAOs and PPs will use that input as they work to reach consensus on the final SAO Report.

Structure of the SAO Report

The SAO Report will include details about activities and projects from the current and the next Chairmanship periods. The overall structure of the 2019 SAO Report will be similar to the 2017 SAO Report (adopted in Fairbanks). The report will present the achievements and work plans for each WG and other subsidiary body in turn. It will also include a few overarching issues, such as the ACS report.

Accordingly:

- Each section of the SAO Report devoted to a Working Group or to the Expert Group on Black Carbon and Methane will contain two main elements: (1) achievements 2017-2019 and (2) a

work plan 2019-2021. The section of the SAO Report devoted to the Task Forces will only contain achievements 2017-2019.

- If a Task Force is expected to continue working during the next Chairmanship, possibly with a new or revised mandate, the SAOC will work directly with the Chair(s) in question to develop appropriate language to describe the work to be carried out in 2019-2021.
- If a new Task Force or Expert Group is to be established as part of the Icelandic Chairmanship, the SAOC will work directly with the individuals concerned to develop appropriate language to describe the work to be carried out in 2019-2021.

Annexed is a draft table of contents for the 2019 SAO Report that should make this structure clear.

Part 1: Achievements 2017-2019

By 15 November 2018, each Working Group and other subsidiary body should submit information, maximum 2 pages in length, that contains:

- The name and mandate of the Working Group or other subsidiary body;
- A reference to relevant sections of the 2017 Fairbanks Declaration (document “tasks from Fairbanks” is attached for your assistance) or SAO Report;
- A summary of achievements during the 2017-2019 period; and
- A first draft list of expected deliverables for the Rovaniemi Ministerial.

Hard character limit of 6,000 characters, including spaces.

Part 2: Work plan 2019-2021

Also, by 15 November 2018, each Working Group should submit information, maximum 4 pages in length, on what is planned for the 2019-2021 period, including:

1. Summary of work plans for 2019-2021 with tentative deliverables
 - 1.1. List of individual projects and activities:
 - 1.1.1. Lead/co-leads, if identified
 - 1.1.2. Rationale and overall objective
 - 1.1.3. Main activities – including cross-cutting activities and other international processes as well as communications and outreach
 - 1.1.4. To the extent known, timeline and budget, including start date, meeting schedule and end date
2. Administration (maximum half page)
 - 2.1. Overview of budget, secretariat, meetings, etc.

Hard character limit of 12,000 characters, including spaces.

Recognizing that projects can evolve rapidly in the months leading up to the Ministerial, there will be ample opportunities to review submitted language as it is shaped into the two documents.

Action requested by PAME II-2018:

Agree to the 1st draft of PAMEs 2019-2021 Work Plan and PAMEs input to the SAO Report to Ministers as per the Finnish Chairmanship request (deadline of 15th of Nov), and agree to a timeline to finalize this input.

Annex: Draft table of contents for the 2019 SAO Report to Ministers

Rovaniemi, Lapland, Finland | 6-7 May 2019

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