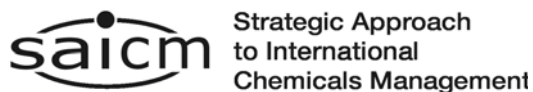


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**Second Latin American and Caribbean regional meeting on the Strategic Approach
to International Chemicals Management**

Kingston, 8–9 March 2010

Item 4 of the provisional agenda*

**Review of the terms of reference of the
regional coordinating committee**

**Terms of reference of the Latin American and Caribbean regional
coordinating committee on the Strategic Approach to International
Chemicals Management**

Note by the secretariat

1. The secretariat has the honour to circulate, in the annex to the present note, an excerpt from the report of the second meeting of the Latin American and Caribbean regional coordinating committee for the Strategic Approach, held in Santiago on 15 and 16 November 2009, which sets out proposed revisions of the terms of reference of the committee for consideration at the current meeting. The excerpt has been reproduced without formal editing.
2. Participants may wish to consider and adopt a revised version of the terms of reference based on the preparatory work undertaken by the committee at its second meeting.

* SAICM/RM/LAC.2/1.

Annex

Terms of reference of the Latin American and Caribbean regional coordinating committee for the Strategic Approach to International Chemicals Management: draft revisions as proposed by the regional coordinating committee at its second meeting

3. The Latin American and Caribbean regional coordinating committee for SAICM is established as a mechanism for consultation, dissemination and exchange of information, and to support, with the assistance of the SAICM secretariat, the regional focal point and the region's representatives on the SAICM Quick Start Programme Executive Board in the execution of their duties.

Composition

4. The membership of the regional coordinating committee comprises:
- a) The regional focal point;
 - a. bis) The regional representative at the Bureau of the International Conference on Chemicals Management;***
 - b) Regional representatives on the Quick Start Programme Executive Board;
 - c) ~~One~~ **[Two]** SAICM national focal point~~s~~ from each of the Latin American and Caribbean sub-regions;
 - d) One representative from a non-governmental organization in each of the following four sectors: industry, trade union, public interest and science;
 - e) One representative of a key regional organization (for example, one that has region-wide responsibilities relevant to the sound management of chemicals) on a rotational basis;
 - f) One representative from a participating organization of the Inter-Organization Programme for the Sound Management of Chemicals with a significant regional chemical safety program;
 - g) The immediate past SAICM regional focal point.

Working procedures

5. The working procedures of the regional committee are:
- a) To the extent possible, to undertake its work through correspondence, teleconferencing and face to face meetings whenever it is possible.
 - b) To use English and Spanish as the working languages of the committee. The provision of interpretation during meetings shall be decided on a case-by-case basis, but whenever possible the language difficulties of the region shall be taken into account;
 - c) To designate alternates or technical advisers to participate in meetings as required in order to ensure continuity and involvement;
 - d) The documents released by the committee should be written in both English and Spanish whenever possible;
 - e) The committee will allow the participation of observers as appropriate.

Roles and responsibilities

6. The role of the regional coordinating committee is to support the regional focal point in the execution of his/her duties as well as to fulfil the following responsibilities:
- a) To assist the regional focal point and regional representatives on the Quick Start Programme Executive Board in follow-up efforts intersessionally;

* Draft revision as proposed by the Latin America and the Caribbean Regional Coordinating Committee.

- b) To encourage Latin American and Caribbean advocacy for the creation of a new GEF focal area for chemicals management;
- c) To consider the SAICM Global Plan of Action from time to time, and identify new issues for their possible inclusion;
- d) To assist the regional focal point in preparing, as appropriate, draft regional position papers for submission to the region, ministerial conferences and the International Conference on Chemicals Management;
- e) To serve as conduits for the views of subregions on SAICM implementation;
- f) To facilitate reporting on SAICM implementation in Latin America and the Caribbean and on the provision of resources to support such implementation;
- g) To facilitate preparations for the development of a regional ~~action~~**implementation** plan, as necessary, and to follow up on its establishment and implementation;

Term of Office

7. The regional coordinating committee shall carry out its mandate from the end of each session of the International Conference on Chemicals Management until the end of the subsequent session, commencing at the second session in 2009. The regional coordinating committee will function on an interim basis until its formalization by the Group of Latin American and Caribbean States at the second session of the International Conference on Chemicals Management.

8. Countries selected by the region should nominate the persons who will serve as the representatives on the regional coordinating committee.
