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ECONOMIC COMMISSION FOR EUROPE

COMMITTEE ON SUSTAINABLE ENERGY

Ad Hoc Group of Experts on Coal Mine Methane
International Coal Mine Methane Project Network Partnership Meeting
27-28 April 2005

INFORMATION NOTICE

Meeting to be held at the Palais des Nations, Geneva,
on Wednesday 27 April 2005, starting at 10 a.m. *

I. INTRODUCTION

1. On 14 November 2004 in Washington, DC, United States of America, Ministers representing 14 countries signed the Terms of Reference creating the Methane to Markets Partnership. The Partnership is an international initiative that focuses on advancing cost-effective, near-term methane recovery and use as a clean energy source. In addition, the Partnership is an action-oriented initiative that will reduce global methane emissions to enhance

* Delegates are requested to complete the attached registration form also available from the Internet web site of the UNECE IREED Division (<http://www.unece.org/ie>) and to transmit it to the UNECE secretariat, at the latest two weeks prior to the session, either by fax (+41 22 917 0038) or by e-mail: (charlotte.griffiths@unece.org). Prior to the session, delegates are requested to present themselves at the Pass and Identification Unit of the UNOG Security and Safety Section, located at the Villa Les Feuillantines, 13, Avenue de la Paix (a map is attached) for the issuance of an identification badge. In case of difficulty, please contact the UNECE secretariat by telephone (internal extension 74140).

economic growth, promote energy security, improve the environment, and reduce greenhouse gas emissions. Other benefits include improving mine safety, reducing waste, and improving local air quality. The goals of the Partnership will be accomplished through collaboration between developed countries, developing countries, and countries with economies in transition - together with strong participation from the private sector. The Methane to Markets Partnership initially targets three major methane sources: landfills, underground coal mines, and natural gas and oil systems.

2. A Steering Committee consisting of high-level government officials from each member country provides overall direction to the Partnership, while three subcommittees focus on the issues relevant to the individual industry sectors. This is a meeting of the Subcommittee on Underground Coal Mines (also referred to as the Coal Mine Methane (CMM) Subcommittee) that will focus on methane recovery and use from underground coal mines.

3. Although membership in the Steering Committee and subcommittees is limited to government officials or designated representatives, a Project Network has been created to serve as an informal mechanism to facilitate communication, project development and implementation, and private sector involvement. This Network will be key to reaching out to and organizing the efforts of the private sector, governmental and non-governmental organizations, including representatives from local governments, technology manufacturers, project developers, investors, the research community, multilateral and regional development organizations. The Partnership countries recognize the importance of this public-private partnership and intend to actively engage with the Project Network.

4. The goals of the Methane to Markets Partnership are consistent with and complementary to the goals and work programme of the UNECE Ad Hoc Group of Experts on Coal Mine Methane. The following countries are members of the Partnership and were also present at the first meeting of the Ad Hoc Group of Experts on 6 December 2004: Australia, Brazil, Italy, Russian Federation, United Kingdom, Ukraine, and the United States.

5. For more information on the Methane to Markets Partnership, visit the dedicated website at: <http://www.epa.gov/methanetomarkets/index.htm> or www.methanetomarkets.org.

II. OBJECTIVES OF THE MEETING

6. The primary objectives of the meeting are to assess progress to date in implementing the Partnership's Year 1 activities relating to CMM recovery and use of methane from underground coal mines and to make significant progress in developing an Action Plan that will guide the Partnership's CMM activities in Years 2-5.

III. TOPICS FOR CONSIDERATION

7. The Underground Coal Subcommittee will address the following topics:

(a) Review of Year 1 activities;

- (b) Establish a communication plan for members of the Subcommittee and the Project Network;
- (c) Identify concrete activities and opportunities for collaboration and cooperation to further the goals of the Partnership;
- (d) Establish a process for producing the Subcommittee's Action Plan; and
- (e) Develop the Provisional Agenda for the next Subcommittee meeting.

IV. PROVISIONAL AGENDA

8. The Provisional Agenda for the meeting is outlined below. The meeting will run from 10 a.m. to 1 p.m. and from 3 p.m. to 6 p.m. on both 27 and 28 April.

Item 1: Discussion and Adoption of the Agenda (ENERGY/GE.4/AC.1/2005/1)

The first item will be the discussion of the meeting agenda. Upon conclusion of the discussion, the Subcommittee Members will adopt the agenda.

Item 2: Introduction of Subcommittee Delegates and Project Network Members

Each Delegate and Project Network Member in attendance will have the opportunity to very briefly introduce himself or herself.

Item 3: Opening Statements

Each delegation represented on the Subcommittee and the meeting host, the UNECE, will have the opportunity to make brief opening statements.

Item 4: Methane to Markets Partnership Update

The United States has agreed to be the Secretariat for the Partnership during the first two years. The United States Co-Chair will provide an update on the administrative matters of the Partnership including: new members; plans for the next full Steering Committee Meeting; a status report on the Partnership website; and any other administrative matters.

Item 5: Review of Year 1 Programme of Work

At the Ministerial meeting in November 2004, the Subcommittee recognized that it would take approximately one year to finalize the Action Plan. The Subcommittee, therefore, defined several areas of focus for 2005: (i) gas ownership; (ii) incentives to spur use of CMM; (iii) carbon markets and transactions; (iv) development of uniform technical standards and terminology for CMM projects; (v) identification of successful CMM projects in member countries and dissemination of the lessons learned; and (vi) at least one technology transfer/policy symposium. The Subcommittee will report on progress to address each of these items and discuss plans for the remainder of Year 1.

Item 6: Open Discussion between the Subcommittee and the Project Network

An open and thorough dialogue between the Subcommittee and Project Network Members is critical to the success of the Partnership. A substantial amount of time at the meeting will be devoted to fostering this dialogue by seeking Project Network input on a range of issues. The discussion should result in identification of concrete activities and opportunities for collaboration and cooperation among member countries and the Project Network to realize additional implementation of CMM projects. In addition to discrete activities, the Subcommittee, at the Ministerial Meeting, discussed the need for a “vertical” communication strategy to promote the benefits of CMM recovery at the decision-making levels in governmental and non-governmental institutions. This will also be a point of discussion.

Item 7: Communication Plan for the Subcommittee and Project Network

Given the wide geographic dispersion of the member countries of the Methane to Markets Partnership, a strong framework for communication among the Delegates and Project Network Members is paramount to the success of this Subcommittee. Participants will discuss the status of the planned internet-based communication tool and other methods for the most effective means of communication.

Item 8: Coal Mine Methane Action Plan for the Partnership

The Steering Committee has charged the Subcommittee with delivering an outline of the Action Plan on or before the next Steering Committee meeting and delivering the final plan at the next Ministerial Meeting. The next Steering Committee meeting is expected to occur in October or November 2005 or January 2006. The location has not yet been determined. At the November 2004 Ministerial Meeting, it was the stated goal of the Underground Coal Subcommittee to deliver a full Action Plan to the Steering Committee by the next Steering Committee meeting. The discussions under Item 5, including the Country Profiles, and Items 6 and 7 will provide the foundation for developing the Action Plan. Item 8 will provide the forum for Subcommittee Delegates and Project Network Members to discuss and agree upon the draft outline for the Plan, division of labour to produce the Plan, a communication plan for formal review and comment, and a schedule to complete the Plan by the next Steering Committee meeting.

Item 9: Other Items of Interest

Other issues of interest or any items tabled during the meeting can be brought before the meeting participants for discussion if time allows.

Item 10: Planning for the Next Subcommittee Meeting

The next meeting of the Subcommittee will be held in conjunction with the next Steering Committee meeting in the fourth quarter 2005 or January 2006. Subcommittee Delegates will set a provisional agenda for the meeting.

Item 11. Closing Statements

Each delegation represented on the Subcommittee, the host, the UNECE, and, if time allows, representatives of the Project Network will have the opportunity to make brief closing statements.

12. Adjournment**V. MEETING VENUE**

9. The meeting will be hosted by the United Nations Economic Commission for Europe and will be held at the Palais des Nations, Geneva, Switzerland.

10. Information for delegates attending meetings at the Palais des Nations is available on the United Nations Office at Geneva (UNOG) website: <http://www.unog.ch> – click on “Conferences and Other Events” in the horizontal menu bar, followed by “Information for Delegates” in the vertical menu bar.

VI. WORKING LANGUAGES AND DOCUMENTATION

11. The working languages of the meeting will be English, French and Russian – simultaneous interpretation will be provided in these languages.

VI. REGISTRATION AND UN ACCREDITATION

12. The Registration Form (Annex II to this Information Notice) needs to be completed and sent to both the secretariat of the UNECE IREED Division in Geneva and the Coalbed Methane Outreach Program in Washington. Delegates are required to bring the original copy of their Registration Form to Geneva and present it to the Identification and Garage Management Sub-Unit when collecting their security identification badges. The Identification Unit is located at the following address (see map on page 9):

Identification and Garage Management Sub-Unit

UNOG Security and Safety Section

Villa Les Feuillantines

13 avenue de la Paix

1211 Geneva 10

VII. HOTEL ACCOMMODATION

14. Delegates need to make their own accommodation arrangements. The following websites provide details of a wide range of hotels in Geneva:

- (i) <http://www.accomline.com/hotels.reservations/Geneva.htm>
- (ii) <http://www.en.hotels-in-geneva-switzerland.venere.com/>
- (iii) <http://www.geneve-tourisme.ch>

VIII. ACCOMPANYING PERSONS

15. Delegates are welcome to bring accompanying persons to the Cocktail Reception to be held in the Palais des Nations at 6 p.m. on Wednesday 27 April. All accompanying persons are required to complete and submit a separate Registration Form.

IX. VISA APPLICATIONS

16. The UNECE is able to assist with visa applications. Requests for assistance should be transmitted to the UNECE Secretariat through Ms. Catherine Pierre (e-mail: catherine.pierre@unece.org / tel: +41 22 917 41 40).

ANNEX I

**INTERNATIONAL COAL MINE METHANE PROJECT NETWORK
PARTNERSHIP MEETING
Ad Hoc Group of Experts on Coal Mine Methane**

27-28 April 2005, Palais des Nations, Geneva, Switzerland
on Wednesday 27 April 2005, opening at 10 a.m.

REGISTRATION FORM

Each delegate attending the session is kindly requested to fill out the attached Conference Registration Form and return it by fax (+41 22 917 0038 and +1 202 343 2202), or by e-mail no later than two weeks before the session commences, to both Clark Talkington and Charlotte Griffiths, details as follows:

Ms. Charlotte Griffiths
Economic Affairs Officer
IREED Division
UNECE
Palais des Nations
1211 Geneva 10, Switzerland
Tel: +41 22 917 1988 and 917 4140
Telefax: +41 22 917 0038
E-mail: charlotte.griffiths@unece.org
Website: <http://www.unece.org/ie>

Mr. Clark Talkington
Team Leader
Coalbed Methane Outreach Program
US Environmental Protection Agency
1200 Pennsylvania Avenue, NW (6202J)
20460 Washington DC, USA
Tel: +1 202 343 9484
Fax: +1 202 343 2202
E-mail: talkington.clark@epa.gov
Website: <http://www.energy.gov>



UNITED NATIONS OFFICE AT GENEVA
Conference Registration Form

Please Print

Date

Please fax this completed form to the Host Secretariat and **BRING THIS ORIGINAL** with you to Geneva.
 An additional form is required for spouses.

Title of the Conference

ECE – IREED International Coal Mine Methane Project Network Partnership Meeting, 27-28 April 2005

Delegation/Participant of Country, Organization or Agency, Company

Participant: Mr. Mrs. Ms.

Family Name

First Name

Date of Birth (Day/Month/Year) _____

Head of Delegation <input type="checkbox"/>	Observer Organization <input type="checkbox"/>	Participation
Delegation Member <input type="checkbox"/>	NGO (ECOSOC accred.) <input type="checkbox"/>	From <input type="text"/>
Observer Country <input type="checkbox"/>	Other (please specify below) <input type="checkbox"/>	Until <input type="text"/>

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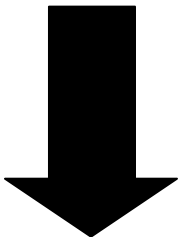
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4 TO 12
IV TO XII

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Rooms 16
XVI
DOOR 13 OR 15**

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Rooms
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