

## COMMUNICATION

### REQUEST FOR DESIGNATION OF AND UPDATED CONTACT DETAILS FOR COMPETENT AUTHORITIES AND FOCAL POINTS

The Secretariat respectfully draws the attention of the Parties to article 5 of the Basel Convention on the designation of Competent Authorities and Focal Point by Parties to the Basel Convention.

The Secretariat refers to decision IX/2 of the ninth meeting of the Conference of the Parties whereby the Conference of the Parties approved the work programme for 2009-2011 of the Committee for Administering the Mechanism for Promoting the Implementation and Compliance of the Basel Convention (hereafter "the Committee") set out in the annex to that decision, and more specifically to Table 2 activities (c), (d) and (e) of the work programme which mandates the Committee to:

- Review Parties compliance with the duty to designate competent authorities and focal points under article 5 of the Convention;
- Compile a list of Parties which have designated competent authorities and focal points; as well as a list of Parties which have not designated competent authorities or focal points;
- Identify difficulties faced by Parties in designating competent authorities and focal points and their needs for assistance to meet this requirement.

The Secretariat refers further to decision IX/29 of the ninth meeting of the Conference of the Parties to the Basel Convention, whereby the Conference of the Parties called on Parties to designate competent authorities and focal points for the Convention, if they have not done so, and to submit formal designations to the Secretariat by fax or post using the form set out in the annex to that decision, including any modifications or additions as they occur. The above-mentioned decision also urges Parties to provide the Secretariat with up-to-date contact details of competent authorities and focal points to ensure the efficient transmission of information.

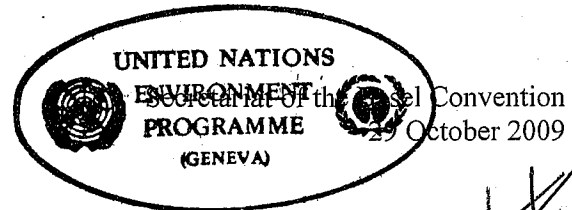
The Secretariat also refers to the seventh session of the Committee whereby the Committee requested the Secretariat to invite Parties to confirm the accuracy of the information notified to the Secretariat, as it appears on the website (see paragraph 40 of the report of the Committee, document UNEP/CHW/CC/7/10, available at: [http://www.basel.int/legalmatters/compcommittee/reports/cc07\\_10.doc](http://www.basel.int/legalmatters/compcommittee/reports/cc07_10.doc)).

Accordingly, the Secretariat respectfully invites Parties to designate competent authorities and focal points, if they have not done so, and to submit formal designations to the Secretariat by fax or post using the form set out in the annex to that decision. In particular, the Secretariat would respectfully invite those Parties which have never designated competent authorities or focal points under article 5 of the Convention to do so.

Parties that have already formally designated competent authorities and focal points are invited to confirm the accuracy of the information notified to the Secretariat regarding designation of focal points and competent authorities, as it appears on the Basel Convention website, including any modifications or additions as they occur, using the above-mentioned form.

In order to facilitate such designations as well as the updating of the information contained in previously made designations, a copy of decision IX/29, to which this form is annexed, is attached to this Communication.

The Secretariat notes that the designation of and provision of up-to-date contact details for focal point and competent authorities are essential for the efficient transmission of information in accordance with the provisions of the Basel Convention and greatly appreciates the kind cooperation and assistance of the Parties to the Basel Convention.



To: Focal Points of the Basel Convention.

Copy to: Competent Authorities of the Basel Convention  
Signatories of the Basel Convention  
Permanent Missions to the United Nations in Geneva

## **IX/29: Designation of competent authorities and focal points**

*The Conference of the Parties,*

*Recalling decision VIII/29 on competent authorities and focal points,*

1. *Calls on Parties* to designate competent authorities and focal points for the Convention, if they have not done so, and to submit formal designations to the Secretariat by fax or post using the form set out in the annex to the present decision, including any modifications or additions as they occur;
2. *Urges Parties* to provide the Secretariat with up-to-date contact details of competent authorities and focal points to ensure the efficient transmission of information;
3. *Requests Parties* that have designated multiple competent authorities to make sufficient information available regarding the functions and geographical area covered by each of them;
4. *Invites non-Parties* and interested organizations to identify contact persons for the Convention, if they have not done so, and to submit the relevant information to the Secretariat, including any modifications or additions as they occur;
5. *Requests* the Secretariat to continue to maintain the list of competent authorities and focal points and to post it on the Convention website to facilitate communications concerning matters related to the Convention.

## Annex to decision IX/29

**Designation of Competent Authority<sup>31</sup> and Focal Point<sup>32</sup> in accordance with Article 5 of the Basel Convention**

The present form is intended to assist Parties in notifying the Secretariat of new designations of Competent Authorities or Focal Points. Parties may, however, continue to transmit such designations by fax or letter, if they wish to do so.

**Please send this form duly completed to the Executive Secretary of the Secretariat of the Basel Convention by fax (+41-22-797 34 54). Kindly note that self-nominations will not be considered.**

The form must be completed by an entity duly authorized by your Government to communicate such information to the Secretariat, and the information transmitted shall be included in the official records of the Secretariat as the officially designated Competent Authorities and/or Focal Points for the purposes of Article 5 of the Convention.

**Country name:**

<p><b>Nomination transmitted by:</b></p> <p>First and last name:</p> <p>Function:</p> <p>Government of:</p> <p>Signature and official seal:</p> <p>Telephone number:</p> <p>Fax number:</p> <p>E-Mail address:</p> <p>Date:</p>
---

**Attached is the contact information, transmitted pursuant to Article 5 of the Basel Convention, of the newly designated**

- Competent Authority(ies)**  
 **Focal Point**

31 "Competent authority" means one governmental authority designated by a Party to be responsible, within such geographical areas as the Party may think fit, for receiving the notification of a transboundary movement of hazardous wastes or other wastes, and any information related to it, and for responding to such a notification, as provided in Article 6.

32 "Focal point" means the entity of a Party referred to in Article 5 responsible for receiving and submitting information as provided for in Articles 13 and 16.

**COMPETENT AUTHORITY\***

Functional title: \_\_\_\_\_  
Department: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Country: \_\_\_\_\_  
Telephone number: \_\_\_\_\_  
Fax number: \_\_\_\_\_  
E-Mail address: \_\_\_\_\_  
Contact person: \_\_\_\_\_  
Other information: \_\_\_\_\_

\* In the case of multiple competent authorities, please include list in an attachment.

**FOCAL POINT**

Functional title: \_\_\_\_\_  
Department: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_  
Country: \_\_\_\_\_  
Telephone number: \_\_\_\_\_  
Fax number: \_\_\_\_\_  
E-Mail address: \_\_\_\_\_  
Contact person: \_\_\_\_\_  
Other information: \_\_\_\_\_

**The Secretariat will acknowledge receipt of the information transmitted, and will make it publicly available on the website of the Basel Convention (<http://www.basel.int>).**