Teleconference of the Partnership for Action on Computing Equipment (PACE) Working Group
December 21, 2009

Participants:
Marco Buletti, Switzerland (co-chair)  Oladele Osibanjo, BCRC Nigeria (co-chair)
Aisha Mahmood, Nigeria  Andy Howarth, UK
Cori Ong, TES-AMM (Singapore) Pte Ltd  Dana Lapesova, BCRC-Slovakia
David Leyssens, Close the Gap  Jackson Morrill, ITI
Joachim Wuttke, Germany  John Bullock, IPMI
Margareta Appelberg, Sweden  Michael VanderPol, Canada
Richard Goss, ITI  Ross Barley, BIR
Ruediger Kuehr, UNU  Yorg Aerts, OVAM Belgium

Matthias Kern, SBC
John Myslicki, Consultant to SBC

Regrets: Ibrahim Shafii, SBC; Klaus Tyrkko, UNDP; Helen Bolton, NZ; David Wilson, NZ; Wen-Ling Chiu, IER; Daniel Rothenfluh, Australia.

Final Summary Report

1. Welcome and Introduction of the Teleconference’s Objectives
   • The teleconference was opened by the Co-chair, Mr. Osibanjo who welcomed participants to this teleconference.
   • He indicated that the objective of today’s teleconference is to discuss the planning of the physical meeting in Bonn, Germany on February 1-3, 2010, and to discuss awareness raising activities.

2. Review and Approval of the Agenda and the Report of the September 9 Teleconference
   • The Co-chair, Mr. Osibanjo reviewed the agenda, and it was agreed to move the agenda item on the StEP Workshop (February 4, 2010) from under “Other Business” and have it follow the agenda 3 (Planning of the Physical meeting on February 1-3,2010). With that change the agenda was adopted.
   • The draft report of the November 19, 2009 Teleconference was approved as proposed.
3. Planning of the February 1-3 Physical Meeting

- The Co-chair, Mr. Buletti, mentioned that at the last teleconference it was agreed that the PACE Working Group physical meeting, together with meetings of project groups will be on February 1-3, 2010 in Bonn Germany. He indicated that the draft agenda for this meeting was circulated for this meeting and no additional comments were received.

- He once again thanked Germany for their financial contribution towards organization of this meeting, and for agreeing to host it in Bonn.

- Mr. Buletti mentioned that together with Mr. Ruediger Kuehr, it was agreed to have a joint PACE/ StEP meeting on Monday February 1, starting at 17:00 until 19:30. The draft agenda for this joint meeting was distributed for this teleconference and he asked Mr. Kuehr to provide additional information.

- Mr. Kuehr reviewed the proposed agenda and mentioned that the objective of the joint meeting will be to discuss initiatives in order to strengthen cooperation between PACE and StEP.

- It was agreed that presentations on introduction to PACE initiative should be short, no more than 15 minutes in length. With this in mind it was agreed that agenda 2 to be modified so that two PACE Working Group Co-chairs provide an overview of the PACE initiative and activities of 4 project groups. Project group Co-chairs were asked to submit a paragraph on their objectives and activity status to Co-chairs of the PACE Working Group with cc Mr. Matthias Kern and John Myslicki.

- Following the introduction to PACE, there will be similar presentation on introduction to StEP and then presentations on projects of different StEP Task Forces.

- Finally, Mr. Buletti mentioned that a list of suggested hotels in Bonn was circulated to the PACE Working Group on November 10 and those that plan to attend this meeting should contact hotels and make their reservations.

4. StEP Meeting in Bonn on February 4, 2010

- The Co-chair Mr. Osibanjo mentioned that Mr. Kuehr also proposed a StEP Workshop on February 4, planning of which is by UNU. He mentioned that the objective of this meeting will be to discuss ways to strengthen the cooperation of various UN organizations, funders etc

- Attendance at this meeting will be by invitation from UNU, which was sent to PACE members. Mr. Kuehr informed participants that so far 14 PACE members and 20 StEP members indicated interest in the Workshop. He added that the questionnaire will be sent to those who indicated interest in
the Workshop on February 4th. The questionnaire is to be completed by participants and returned to him by January 10, 2010.

- At the same time Mr. Kuehr indicated that they would like to know if additional members plan to attend this Workshop on February 4.

- Finally he mentioned that once these questionnaires have been analyzed, an agenda for the February 4 workshop will be prepared and distributed to participants by the end of January, 2010.

5. Transboundary Movement Issues

- Mr. Buletti mentioned that the issue of transboundary movement was raised briefly during Working Group’s last teleconference and we agreed to put it on the agenda of the physical meeting in Bonn, Germany.

- This issue came up during discussions within the Project Group 1.1 on refurbishment of computing equipment.

- He mentioned again that some participants feel that we should not reopen the debate on transboundary movements of computing equipment and that respective guidelines could make a reference to the guideline on transboundary movement of collected mobile phones. That guideline identifies the procedure for transboundary movement, which includes the decision tree and the voluntary notification procedure.

- Related to this, Mr. Buletti mentioned that the Secretariat is in the process of developing a Guideline on Transboundary Movement of e-waste to be submitted to the Basel’s Open-ended Working Group (OEWG) meeting in May of 2010. This work should start in 2010.

- It was agreed that there should be a close cooperation between PACE and Secretariat’s effort to develop a guideline on transboundary movement of e-waste. Mr. Buletti indicated that the guideline on the transboundary movement of mobile phones and the chairman’s paper on issues raised during MPPI discussions will be submitted to the consultant, who will be developing this guideline for the Secretariat.

- After some discussions it was agreed that John Myslicki should prepare a discussion paper on transboundary movement of used and end-of-life computing equipment, based on the procedures developed for mobile phones for discussion during the February meeting in Bonn. The discussion in Bonn would also take into consideration the chairman’s paper developed under MPPI.
On the question of experiences with the use of the voluntary notification, listed in the guideline on transboundary movement of collected mobile phones, none of the participants mentioned that they were aware of its use.

6. Initiatives on Awareness Raising (PACE Activity #4-To develop awareness raising and training programme activities)

- The Co-chair, Mr. Osibanjo, mentioned that in the Annex I to the COP 9 decision on PACE there is also an activity that deals with awareness raising and training programs.

- He mentioned that following previous teleconferences a list of possible tasks has been prepared based on comments made during those teleconferences and discussions among Co-chairs and the Secretariat.

- Members of the PACE Working Group were asked to provide comments on the list of awareness raising products distributed, but only few minor comments were received.

- After some discussion it was agreed that this activity should be further developed and the following next steps were agreed to:
  - John Myslicki to send out an e-mail asking members to indicate by December 31, 2009 any interest to be on this sub-group. Following that, a teleconference of this sub-group will be scheduled for early January to discuss the list of awareness raising products and to prepare recommendations for consideration during the February 1-3 meeting.
  
  - Mr. Miguel Araujo (BCRC-El Salvador), Dana Lapesova (BCRC-Slovakia), Yorg Aerts (OVAM Belgium), and David Leyssens (Close the Gap) already volunteered to participate on this sub-group. Others, who are interested, should send an e-mail to John Myslicki by December 31, 2009 and cc Mr. Matthias Kern, Mr. Marco Buletti and Mr. Oladele Osibanjo.

7. Next Steps and Next Teleconference

- No teleconference was scheduled prior to the physical meeting in Bonn on February 1-3, 2010.

- The following next steps were agreed to:
  - PACE members, who plan to attend the StEP Workshop on February 4th, 2010 are to send e-mail to Mr. Kuehr as soon as possible.
  - Those who will participate in the StEP Workshop are to complete the questionnaire, and return it to Mr. Kuehr by January 10, 2010. Based on responses, Mr. Kuehr would develop an agenda and distribute it by the end of January, 2010.
- John Myslicki is to prepare a discussion paper on transboundary movement of used and end-of-life computing equipment, taking information from the chapter 4 of the guidance document on the environmentally sound management of used and end-of-life mobile phones.

- PACE Working Group members are to indicate by December 31, 2009 to Co-chairs and cc John Myslicki and Matthias Kern interest to be on the sub-group on awareness raising.


- The guideline on transboundary movement of collected mobile phones, together with the chairman’s paper, is to be provided to the Secretariat’s consultant who will be tasked to prepare a guideline on transboundary movement of e-waste for the OEWG meeting in May of 2010.