



MINISTÉRIO DO MEIO AMBIENTE  
SECRETARIA DE RECURSOS HÍDRICOS E QUALIDADE AMBIENTAL  
DEPARTAMENTO DE QUALIDADE AMBIENTAL E GESTÃO DE RESÍDUOS  
Coordenação-Geral de Qualidade Ambiental e Gestão de Resíduos  
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Ofício nº 514/2018-MMA

Brasília, 29 de janeiro de 2018

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**Subject: Semestral Progress Report of the Project – “Development of Minamata Convention on Mercury Initial Assessment in Brazil ”- SB-001062.03.01.**

1. We are sending for your appraisal, with the purpose of complying with the Project proceedings and related deliberations, the **Semestral Progress Report** related to the **second semester of 2017** approved by MMA, containing activities carried out and resources involved. The following table details information of the reporting implementations period:

**CAMILA ARRUDA BOECHAT**

Environmental Quality Coordinator - Substitute

C/C

A Sua Senhoria

**DENISE HAMU**

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Documento assinado eletronicamente por **Camila Arruda Boechat, Coordenador(a) Geral Substituto(a)**, em 29/01/2018, às 09:28, conforme horário oficial de Brasília, com fundamento no art. 6º, § 1º, do [Decreto nº 8.539, de 8 de outubro de 2015](#).



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Referência: Caso responda este Ofício, indicar expressamente o Processo nº 02000.001191/2018-90

SEI nº 0136881

**United Nations Environment Programme**  
**Semestral Progress Report**  
**Reporting Period: From July 2017 to December 2017**

**1. PROJECT GENERAL INFORMATION**

<b>Project Title:</b>	Development of Minamata Convention on Mercury Initial Assessment in Brazil (MIA)		
<b>Executing Agency:</b>	Ministry of Environment		
<b>Project partners:</b>			
<b>Geographical Scope:</b>	National		
<b>Participating Countries:</b>	Brazil		
<b>Project actual start date</b>	September - 2015	<b>Project intended completion date</b>	June - 2018
		<b>Project expected completion date</b>	June - 2018

**2. PROJECT PROGRESS AND RISK MANAGEMENT**

2.1 Narrative of project progress during the past semester<sup>1</sup>

During the second semester of 2017, the MIA Project was extended until June 2018. This change was authorized by UN Environment and by Brazilian Agency of Cooperation (ABC).

In addition, as a direct result of the MIA Project, Brazil ratified the Minamata Convention in August 2017.

Regarding the technical advances, the following activities were developed by the Ministry of Environment in articulation with UN Environment Office Brazil and other technical stakeholders:

- i) Production of the final report under the consultancy hired to develop letter "C", activity "1.1", Component "1" - Conduct a national assessment on existing sources of information (studies), compile and make them available. This contract had to be extended twice for administrative delays by UN Environment to sign the contract with the consultancy and to make the payments as expected. In addition, there was some difficulties to compile technical information needed to support the report. The final draft was analyzed by the National Coordination Mechanism (National Commission for Chemical Safety) during meeting held on August 8<sup>th</sup> and 9<sup>th</sup>. The Commission gave suggestions and indicated some adjustments to improve the report. The final document was delivered on 30<sup>th</sup> September 2017 and is now available to public on the Ministry of Environment website.

<sup>1</sup> Briefly describe progress made during the previous six months highlighting major outcomes/benchmarks achieved during the period.

- ii) Under the "Component 1, Activity 1.2, Letter A", an additional consultancy was hired to review, format and diagram the Toolkit that was translated to Portuguese in 2016. This consultancy was hired to produce a document easy to be understood, specially by the stakeholders that will be involved in the national inventory as well as to be shared with other Portuguese language countries. This consultancy was conducted from end June until 20<sup>th</sup> October 2017. The products of this activity are now available to public on the Ministry of Environment website.
- iii) Activities of the Small-Scale Funding Agreement (SSFA) celebrated with FUNCATE (Science and Spatial Technology Foundation) to develop letter "b", activity "1.2", component "1" - Develop guidance for the mercury inventory in the ASGM sector to complement the UNEP Toolkit" are ongoing. The SSFA is expected to end in February 2018, as a result of two extensions request. First, due to UN Environment administrative matters that delayed in 4 months the cash advance. The second extension was requested because of difficulties to plan and execute field visits. The hired consultancy had to reschedule many times some of the visits due to the informal profile of the ASGM activities as well as unforeseeable political and social scenarios. The field visits are crucial to investigate and predict mercury emitted on ASGM sites in Brazil. The FUNCATE/CETEM team sent to the Ministry of Environment a preliminary report in August 2017 and a second report (Product 2) in the beginning of December 2017.
- iv) There are two consultancies planned under the "Component 2, Activity 2.1". The first one aims to develop guidelines and recommendations for Environmentally Sound Management (ESM) of mercury waste with an emphasis on waste Storage Pending Collection (SPC), considering structures and procedures already existents in Brazil. The second one intends to evaluate the national capacity for mercury analyzing and monitoring, including methods and qualified laboratories. On the second semester of 2017 the Ministry has initiated the elaboration of both Terms of References.
- v) Production of the final report under the consultancy hired to develop activity "2.2", component "2" - Analyze the regulatory framework, identify gaps and assess the regulatory reforms needed for the ratification and early implementation of the Minamata Convention in Brazil. This contract had to be extended due to difficulties to compile and analyze information needed to subsidize the report. This document was analyzed by the National Coordination Mechanism (National Commission for Chemical Safety) in meeting held on August 8<sup>th</sup> and 9<sup>th</sup>. The Commission gave suggestions and indicated some adjustments to improve the report. The final document was concluded on 5th September 2017 and is now available to public on the Ministry of Environment website.
- vi) A SSFA was celebrated with the Support Centre of the College of Public Health of the University of Sao Paulo (CEAP FSP) to develop activities under Component 3. The development of activity 3.1: "Qualitative and quantitative inventory of all mercury sources and releases including the identification of mercury contaminated sites" started in August 2017. This activity had to be postponed because it depended on the results of the letter "C", activity "1.1", Component "1". The first product, a preliminary study, was delivered on 16<sup>th</sup> October 2017. To support the national inventory, in November and December the Ministry team coordinated the data request through official letters and gathered contact information of national stakeholders. The SSFA is expected to end in June 2018.

- vii) In the same SSFA celebrated with CEAP FSP another activity developed under Component 3 was the 3.2: "Training on the UNEP Toolkit". This activity occurred on 13<sup>th</sup> December 2017, in the IBAMA head office, Brasília, Brazil. The training section was attended by 72 representatives from 48 different institutions, among Federal Government, State Governments, Private Associations, Industry and Civil Society. The Ministry team organized the event logistic, while CEAP FSP was responsible to conduct the training itself. To be confirmed: second training section by the end of this activity to share results with all actors involved in the national inventory construction process.
- viii) The new Assistant Project Officer, hired in June, started her activities on 1<sup>st</sup> July 2017 supporting the coordination team of the Ministry in the execution of the activities of the Project.
- ix) The contract with the Administrative Assistant hired in May, to support the coordination team of the Ministry in the execution of the activities of the Project, was extended for another 6 months, until 30<sup>th</sup> June 2018.
- x) Articulations with national stakeholders to share information and raise awareness regarding Minamata Convention on Mercury and Project activities were done between August and December:
- (a) Private industries associations and companies: ABICLOR (Chlor Alkali Producers Association); APLIQUIM (Fluorescent Lamps Recycling Company); ABCM (Brazilian Mineral Coal Association);
  - (b) Academy / Research Institutions: University of São Paulo, National Mineral Centre and Oswaldo Cruz Foundation, Evandro Chagas Institute;
  - (c) Government: National Environmental Agency, Ministry of Health, Environmental Agency of São Paulo, Ministry of Industry, Ministry of Mining and Energy;
  - (d) NGOs: Baleia Jubarte; FBOMS (Brazilian Forum of NGOs and Social Movements for the Environment and Development); WWF.

In addition, Ministry representatives have participated in meetings and other events to increase technical capacity of the Ministry in the subjects related to the Minamata Convention:

- xi) GRULAC Meeting to Discuss COP-1 of the Minamata Convention, Buenos Aires, Argentina (25<sup>th</sup> – 28<sup>th</sup> July 2017);
- xii) First meeting of the Conference of the Parties to the Minamata Convention on Mercury (COP1), in Geneva, Switzerland (24<sup>th</sup> - 29<sup>th</sup> September 2017).

2.2 Project implementation progress<sup>2</sup>

Outputs <sup>3</sup>	Expected completion date <sup>4</sup>	Implementation status as of end of reporting period [expressed in %]	Comments if variance <sup>5</sup> . Describe any problems in delivering outputs
<b>Output 1: Technical support provided for the use of National Coordination Mechanism and organization of process for the management of mercury <sup>6</sup></b>	June, 2018	93%	--
Activity 1.1: Organize a National Inception Workshop to raise awareness and to define the scope and objective of the MIA process	June, 2018	94%	--
a) Develop a strategy for outreach and awareness raising aimed at national/international stakeholders throughout the project	July, 2015	100%	Concluded in July 2015.
b) Identify key stakeholders and assign roles	June, 2018	83%	It is a permanent activity that must occur through the whole project. As the Project was extended its duration until June 2018 this activity will be concluded by the same date.
c) Conduct a national assessment on existing sources of information (studies), compile and make them available	September, 2017	100%	Concluded in September 2017.
Activity 1.2: Customize existing guidelines to serve national needs	February, 2018	93%	--
a) Translate the UNEP Toolkit to Portuguese	October, 2017	100%	Translation concluded in July 2016. Format and editing concluded in October 2017.

<sup>2</sup> Information provided in "Quarterly Expenditure Statement and Explanation of Expenditures Reported" should be in line with output/activity progress reported in this table.  
<sup>3</sup> Outputs and activities as described in the project logframe or in any updated project revision.  
<sup>4</sup> As per latest workplan (latest project revision)  
<sup>5</sup> Variance refers to the difference between the expected and actual progress at the time of reporting.  
<sup>6</sup> Information on expected date of output completion and progress made is a requirement.

Outputs <sup>3</sup>	Expected completion date <sup>4</sup>	Implementation status as of end of reporting period [expressed in %]	Comments if variance <sup>5</sup> . Describe any problems in delivering outputs
b) Develop guidance for the mercury inventory in the ASGM sector to complement the UNEP Toolkit	February, 2018	87%	The SSFA was extended due to UNEP administrative delays in and difficulties to plan and execute field visits. This activity will be concluded in February 2018.
<b>Output 2: Assessment prepared of the national infrastructure and capacity for the management of mercury, including national legislation</b>	<b>May, 2018</b>	<b>50%</b>	--
Activity 2.1: Assess key national stakeholders, their roles in mercury management and monitoring and institutional interest and capacities	May, 2018	0%	The ToR will be sent to UN Environment during the first semester of 2018. This activity was postponed because the Ministry is consulting partners in order to identify needs and to define the general scope of this activity.
Activity 2.2: analyze the regulatory framework, identify gaps and assess the regulatory reforms needed for the ratification and early implementation of the Minamata Convention in Brazil	September, 2017	100%	Concluded in September 2017.
<b>Output 3: Mercury inventory developed including the identification of mercury contaminated sites using the UNEP mercury toolkit.</b>	<b>June, 2018</b>	<b>45%</b>	--
Activity 3.1: Develop a qualitative and quantitative inventory of all mercury sources and releases including the identification of mercury contaminated sites	June, 2018	40%	The SSFA was signed in August 2017 and it is expected to be concluded in June 2018.
Activity 3.2: Develop and deliver training on the UNEP Toolkit	June, 2018	50%	First training workshop on the Toolkit for Identification and Quantification of Mercury Releases held on

Outputs <sup>3</sup>	Expected completion date <sup>4</sup>	Implementation status as of end of reporting period [expressed in %]	Comments if variance <sup>5</sup> . Describe any problems in delivering outputs
<b>Output 4: Technical support provided for preparation and validation of National MIA reports and implementation of awareness raising activities and dissemination of results.</b>	June, 2018	0%	December 2017. Second training workshop to be confirmed.
Activity 4.1: Draft and validate MIA Report, develop a national MIA dissemination and outreach strategy	June, 2018	0%	This activity will begin by the end of first semester of 2018.

**2.3 Action plan to address any project shortcomings:**

This section should be completed if project progress was rated MS, MU, U or HU during the previous by the Mid-term Review/Reporting.

Problem(s) identified	Action(s) taken	By whom	When
--	--		

**2.4 Risk management**

If internal or external risks were rated as **Substantial** or **High** during the previous Mid-term Review, please indicate what risk mitigation measures were implemented during the period and with what results:

Risk Statement	Action taken	By who	Date	Result
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**3. MONITORING AND REPORTING**

3.1. Please describe activities for monitoring and reporting carried out during the reporting period<sup>7</sup>

Ministry of Environment technical staff is responsible for the coordination and follow up of technical activities of the Project. In this sense, the staff is permanently involved with project performing updates to UNEP's office and high level positions of the Ministry.

**4. INVENTORY OF STAFF, CONTRACTS, MEETINGS AND OUTPUTS**

4.1 Staffing details of Executing Partner (Applies to personnel, experts, consultants paid by the project.budget)

Functional Title	Nationality	Budget Line (1101, 1102, 1201, 1301, etc)
Consultancy	Brazilian	1161 (UMOJA Sponsored Class)
Administrative Assistant	Brazilian	1161 (UMOJA Sponsored Class)
Assistant Project Officer	Brazilian	1161 (UMOJA Sponsored Class)

4.2 Sub-contracts<sup>8</sup>

Name of contractee	Address	Budget Line (2101, 2201, 2301, etc)
FUNCATE (Science and Spatial Technology Foundation)	Brazilian	2161 (UMOJA Sponsored Class)
Institute of Socioenvironmental Evaluation, Research, Programs and Projects	Brazilian	2161 (UMOJA Sponsored Class)
MC&G Press	Brazilian	2161 (UMOJA Sponsored Class)
CEAP (College of Public Health of the University of São Paulo)	Brazilian	2161 (UMOJA Sponsored Class)
Customize (Industry and Trade of Promotional Products)	Brazilian	2161 (UMOJA Sponsored Class)
Teixeira Gráfica e Editora LTDA	Brazilian	2161 (UMOJA Sponsored Class)

<sup>7</sup> Do not include routine project reporting. Examples of M&E activities include baseline data collection, stakeholder surveys, field surveys, steering committee meetings to assess project progress, peer review of documentation to ensure quality, mid-term review, etc.

<sup>8</sup> Expand table if necessary

4.3 Meetings<sup>9</sup>

Meeting type <sup>10</sup>	Title	Venue	Dates	Convened by	Organized by	Number of participants	Report issued Yes/No	Language	Dated
Inter-governmental meeting	GRULAC Meeting to Discuss COP-1 of the Minamata Convention	Buenos Aires, Argentina	July, 25 <sup>th</sup> – 28 <sup>th</sup> 2017	UN Environment	INTI Argentina (National Institute for Industrial Technology)	40	No	English/Spanish	--
Expert group meeting	14 <sup>th</sup> Meeting of the Working Group on Mercury of the National Commission for Chemical Safety	Brasilia, Brazil	August, 08 <sup>th</sup> - 09 <sup>th</sup> 2017	Ministry of Environment of Brazil	Ministry of Environment of Brazil	45	No	Portuguese	--
Inter-governmental meeting	1 <sup>st</sup> Conference of the Parties to the Minamata Convention on Mercury	Geneva, Switzerland	September, 24 <sup>th</sup> - 29 <sup>th</sup> 2017	UN Environment	UN Environment	69 states parties plus other observer participants	No	English	
Training workshop / seminar	Training workshop on the Toolkit for Identification and Quantification of Mercury Releases	Brasilia, Brazil	December 13 <sup>th</sup> 2017	Ministry of Environment of Brazil	Ministry of Environment of Brazil	72	No	Portuguese	

<sup>9</sup> Expand table if necessary

<sup>10</sup> Meeting types: Inter-governmental meeting, expert group meeting, project inception workshop, training workshop/seminar, partners consultation workshop, project Steering Committee meeting, other.

4.4 Documents, other printed materials, videos, and soft products (such as CDs or websites)

No	Type	Title	Author(s) Editor(s)	Publisher	ISBN	Publication date
1	Media Release	<p>Brazilian Official Government and other medias celebrating the Ratification of the Minamata Convention on Mercury by Brazil.</p> <p>1) <a href="http://www.mma.gov.br/index.php/comunicacao/agencia-informma?view=blog&amp;id=2500">http://www.mma.gov.br/index.php/comunicacao/agencia-informma?view=blog&amp;id=2500</a></p> <p>2) <a href="http://www.brasilmineral.com.br/noticias/ratifica%C3%A7%C3%A9%C3%A3o-de-conven%C3%A7%C3%A3o-de-minamata-%C3%A9-comemorada">http://www.brasilmineral.com.br/noticias/ratifica%C3%A7%C3%A9%C3%A3o-de-conven%C3%A7%C3%A3o-de-minamata-%C3%A9-comemorada</a></p> <p>Brazilian Official Government and other medias on the participation of Brazil in the 1<sup>st</sup> Conference of the Parties to the Minamata Convention on Mercury</p> <p>3) <a href="http://www.mma.gov.br/index.php/comunicacao/agencia-informma?view=blog&amp;id=2535">http://www.mma.gov.br/index.php/comunicacao/agencia-informma?view=blog&amp;id=2535</a></p> <p>4) <a href="http://coursapdfgo.eco.br/2017/09/04/brasil-se-prepara-para-conferencia-sobre-mercuro-04092017/">http://coursapdfgo.eco.br/2017/09/04/brasil-se-prepara-para-conferencia-sobre-mercuro-04092017/</a></p> <p>5) <a href="http://www.douradosagora.com.br/noticias/meio-ambiente/brasil-se-prepara-para-conferencia-sobre-mercuro">http://www.douradosagora.com.br/noticias/meio-ambiente/brasil-se-prepara-para-conferencia-sobre-mercuro</a></p> <p>6) <a href="http://www.mma.gov.br/index.php/comunicacao/agencia-informma?view=blog&amp;id=2591">http://www.mma.gov.br/index.php/comunicacao/agencia-informma?view=blog&amp;id=2591</a></p> <p>Brazilian Official Government and other medias covering activities carried out by the MIA Project Brazil</p> <p>7) <a href="http://www.sema.ap.gov.br/det2.php?id=17168">http://www.sema.ap.gov.br/det2.php?id=17168</a></p> <p>8) <a href="http://agenciabrasil.ebc.com.br/internacional/noticia/2017-09/brasil-participa-ate-amanha-em-genebra-da-convencao-de-minamata-sobre-mercuro">http://agenciabrasil.ebc.com.br/internacional/noticia/2017-09/brasil-participa-ate-amanha-em-genebra-da-convencao-de-minamata-sobre-mercuro</a></p> <p>9) <a href="http://www.mctic.gov.br/mctic/opencvms/salaImprensa/noticias/arquivos/2017/10/Levantamento_do_Cetem_vai_estimar_a_emissao_de_mercuro_nos_garimpos_do_Brasil.html">http://www.mctic.gov.br/mctic/opencvms/salaImprensa/noticias/arquivos/2017/10/Levantamento_do_Cetem_vai_estimar_a_emissao_de_mercuro_nos_garimpos_do_Brasil.html</a></p> <p>10) <a href="http://revistaamazonia.com.br/curso-apresenta-ferramenta-de-medicao-de-mercuro/">http://revistaamazonia.com.br/curso-apresenta-ferramenta-de-medicao-de-mercuro/</a></p> <p>11) Booklet of the Minamata Convention on Mercury text in Portuguese</p> <p>12) Banners for promotion of the Minamata Convention on Mercury</p>	<p>1) Ministry of Environment</p> <p>2) Brazil Mineral</p> <p>3) Ministry of Environment</p> <p>4) Rachel Bardawil</p> <p>5) Dourados Agora</p> <p>6) Ministry of Environment</p> <p>7) Rosa Dalva</p> <p>8) Andrea Verdello</p> <p>9) Ministry of Science, Technology, Innovation and Communication</p> <p>10) Amazonia press</p>	<p>1) Ministry of Environment</p> <p>2) Brazil Mineral</p> <p>3) Ministry of Environment</p> <p>4) CORSAP</p> <p>5) Dourados Agora</p> <p>6) Ministry of Environment</p> <p>7) Secretary of Environment of the State of Para</p> <p>8) Brazil Press Agency</p> <p>9) Ministry of Science, Technology, Innovation and Communication</p> <p>10) Amazonia press</p>	--	<p>1) 15/08/17</p> <p>2) 31/08/17</p> <p>3) 01/09/17</p> <p>4) 04/09/17</p> <p>5) 10/09/17</p> <p>6) 29/09/17</p> <p>7) 20/09/17</p> <p>8) 28/09/17</p> <p>9) 06/10/17</p> <p>10) 05/12/17</p>
2	Printed Materials	<p>11) Booklet of the Minamata Convention on Mercury text in Portuguese</p> <p>12) Banners for promotion of the Minamata Convention on Mercury</p>	<p>11) UNEP</p> <p>12) Ministry of Environment</p>	<p>11) Ministry of Environment</p> <p>12) Ministry of Environment</p>		<p>11) 08/2017</p> <p>12) 08/2017</p>

3	Digital Materials	13) Toolkit for Identification and Quantification of Mercury Releases, Portuguese version <a href="http://www.mma.gov.br/seguranca-quimica/mercuro/projeto-de-avalia%C3%A7%C3%A3o-inical-da-conven%C3%A7%C3%A3o">http://www.mma.gov.br/seguranca-quimica/mercuro/projeto-de-avalia%C3%A7%C3%A3o-inical-da-conven%C3%A7%C3%A3o</a>	13) UNEP	13) Ministry of Environment	13) 10/2017
4	Soft Products	14) Eco-bags for promotion of the Minamata Convention on Mercury 15) Pen-drive for promotion of the Minamata Convention on Mercury with the text of the Convention	14) Ministry of Environment 15) Ministry of Environment	14) Ministry of Environment 15) Ministry of Environment	14) 08/2017 15) 08/2017

Name of Project Manager:		Name of Project Manager Supervisor:	
Signature:	Date:	Signature:	Date:
<i>FRANCISCA MENEZES</i>	<i>25/01/18</i>		
<i>Francisca Nery</i>			

Name of Project National Coordinator:	
Signature:	Date:
<i>Letícia Reis de Carvalho</i>	<i>24/01/2018</i>

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