

Basic Principles of Chairing and Role of the Chairs of Meetings of the Basel, Rotterdam and Stockholm Conventions



BASEL / ROTTERDAM / STOCKHOLM
CONVENTIONS



Food and Agriculture
Organization of the
United Nations



Course Syllabus

Learning Objectives

The Basel, Rotterdam and Stockholm (BRS) conventions are multilateral environmental agreements that have in common the objective of protecting human health and the environment against hazardous chemicals and wastes. To strengthen the implementation of the BRS conventions, there is a need to expand the number and diversity of trained, confident, and willing chairs for the various meetings under the BRS conventions. This course addresses practical and procedural issues encountered by chairs of meetings of the BRS conventions.

The objectives of this course are for participants to:

- Identify the main types of meetings and meetings' actors of the BRS conventions;
- Determine what preparations are appropriate as a meeting chair;
- Describe the skills and techniques, and strengthen the capacity of government officials to serve as chairs;
- Recognize the procedural and substantive role of chairs of meetings of BRS conventions.

This course does not provide a comprehensive overview of the BRS conventions. Specific courses on each of them are available.

Content & Duration

This online course is composed of 4 lessons which are organized in interactive modules and combine the course theory with exercises to facilitate the learning process. It is recommended to complete each module in the given order. The four modules are linked to specific pages of the "Training Manual for Chairs of Meetings of the Basel, Rotterdam and Stockholm Conventions".

It will take participants approximately 2 hours to complete the full course, excluding additional materials. This is a self-paced course that allows participants to manage their time as they wish.

Completion Certificate

In order to complete each module and move to the following one, participants will be presented with a short quiz that aims to test what has been learned in each module.

At the conclusion of the course, i.e., once all four modules have been completed, participants will need to undertake a final assessment. Participants are required to answer at least 70% of the final assessment questions correctly to obtain a course certificate.

Before obtaining the certificate participants also need to submit the course survey (participants feedback). This survey helps the Secretariat to improve the course, develop new courses and assess if participants are achieving the defined learning objectives.

Course Outline & Content

Module 1: Institutions of the Conventions

This module explains the institutions of the Basel, Rotterdam and Stockholm conventions, what is common to the three and what is specific for each of them. It also includes important information about the rules of procedure and rules applicable in each Convention for the Conference of the Parties, their subsidiary bodies and the Secretariat.

Module 2: Actors of the Basel, Rotterdam and Stockholm Conventions' Meetings

This module explains who the actors are at the BRS conventions' meetings and illustrates their respective roles and functions, rights, status, and responsibilities at the different meetings.

Module 3: Conduct and Management of the Basel, Rotterdam and Stockholm Conventions' Meetings

This module provides information of the conduct and management of the BRS meetings in a chronological order, and activities where the participation of the Chairs are needed.

Module 4: Chairing Techniques and Strategies

This module provides information on the basic principles of chairing, procedural roles used by chairs of meetings, substantive roles and it contains some final tips for future chairs.

This online course on the basic principles of chairing and role of the chairs of meetings of the Basel, Rotterdam and Stockholm conventions has been developed in collaboration with the United Nations Institute for Training and Research (UNITAR) and the United Nations Information Portal on Multilateral Environmental Agreements (InforMEA) and thanks to the generous financial support provided by the Government of Germany.