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The 2018 HELCOM Brussels Ministerial Meeting agreed on strengthening the implementation of the Baltic Sea Action Plan (BSAP) by 2021 and its update beyond 2021. HELCOM 39-2018 agreed on the guidance for the BSAP update, and HOD 54-2018 approved the strategic plan of the update of the Baltic Sea Action Plan and pointed out that the update should be a priority for the HELCOM working groups.

In line with the above mentioned commitments, PRESSURE 9-2018 will a) start a systematic evaluation of potential obstacles in accomplishing current HELCOM agreements, b) identify HELCOM agreements, not covered by the current BSAP follow-up system, for which additional reporting by the Contracting Parties will be needed, and c) plan the future work and meetings to contribute to the BSAP update in a timely manner. In general, the Meeting will be focused on various aspects related to pollution of the Baltic Sea by hazardous substances, but it will also discuss the remaining products of the PLC-6 project, particularly the results of evaluation of effectiveness of measures to prevent pollution of the marine environment. The Agenda of the Meeting also includes follow-up of the progress in implementation of the HELCOM Regional Action Plan on Marine Litter, based on the outcome of the preceding Workshop (on 9 October) as well as other issues.

### Agenda Item 1                      Adoption of the Agenda

The Meeting is invited to adopt the Agenda of the Meeting (document 1-1).

### Agenda Item 2                      Matters arising from other HELCOM work

The Secretariat will inform the Meeting of the outcomes of HOD 54-2018 and other meetings relevant to the work of the Group.

### Agenda Item 3                      Organization of work to update the Baltic Sea Action Plan, including the revision of HELCOM Recommendations

HOD 54-2018 agreed that the Baltic Sea Action Plan (BSAP) will be based on the existing expertise in the HELCOM working structure according to the mandates of the working groups and will be overseen by the Heads of Delegation. The Heads of Delegation also pointed out that the update of the Baltic Sea Action Plan should be a priority for the HELCOM working groups and requested the HELCOM groups to plan their work accordingly.

In accordance with the Strategic plan for the BSAP update, approved by HOD 54-2018, the Meeting will be invited to launch a discussion on reasons for not yet having accomplished BSAP actions. The basis for the discussion will be laid by an analysis of the status of implementation of the HELCOM agreements under the group's mandate, started by PRESSURE 8-2018. An overview of updated information on national implementation of the BSAP ([Outcome of PRESSURE 8-2018](#), para 13.7) will be presented by the Secretariat.

The HELCOM Brussels Ministerial Meeting re-affirmed the strong commitment of the Contracting Parties to strengthen the implementation of the BSAP and the follow-up declaration, by 2021. The Meeting will be

invited to discuss perspectives to accomplish the current BSAP by 2021, both for regional and national actions, and tools to support national implementation efforts. The Meeting will also be invited to discuss if the 'not accomplished' actions are still valid.

An overview of the HELCOM Recommendations which have so far not been included into the BSAP follow up, with a link to the BSAP goals and indicators, will also be submitted to the Meeting by the Secretariat. The Meeting will be invited to discuss further steps to collect information and analyze the implementation of these Recommendations as well as their potential revision.

A draft work plan of the BSAP update will be presented by the Secretariat. The Meeting will be invited to discuss the proposed plan and comment on the draft, bearing in mind that the work plan will be finalized and submitted for approval by HOD 55-2018.

An assessment of implementation of the Working Group's work plan 2016-2018 will be presented to the Meeting by the Secretariat. The Meeting will be invited to discuss and endorse the evaluation.

A draft of the Group's work plan 2019-2020 will be presented by the Secretariat. The Meeting will be invited to consider the draft work plan in the light of the BSAP update strategic plan and discussions during PRESSURE 8-2018. The Meeting will be invited to endorse the proposed draft work plan in the last day of the Meeting under Agenda Item 13.

#### Agenda Item 4 Marine litter

Referring to the Outcome of PRESSURE 8-2018 ([para 3.29](#)) the Workshop on implementation of the Regional Action Plan on Marine Litter (WS RAP ML 3-2018) will be held in Riga, Latvia, on 9 October 2018. The Workshop will be held back-to-back with the Ninth Meeting of the HELCOM Working Group on Reduction of Pressures from the Baltic Sea Catchment Area (PRESSURE 9-2018).

The aim of the Workshop is to identify the state of the implementation of particular actions of the HELCOM RAP ML ([HELCOM Recommendation 36/1](#)) and discuss lessons learned from their on-going implementation.

The Meeting will be invited to consider the evaluation of the implementation of the RAP ML and propose tools to facilitate the implementation of the particular regional actions from the RAP ML. The Meeting will be invited to endorse the table to follow-up the implementation of the RAP ML.

The Meeting will be invited to consider a suggestion of the workshop regarding the system to follow-up the implementation of the RAP ML ([Outcome of PRESSURE 8-2018](#), para 3.28).

The Meeting will be informed of the ongoing European and global processes with regard to marine litter (document to be submitted at a later stage).

During last December's UN Environment Assembly, the Member States decided to convene an Ad Hoc Open-Ended Expert Group on Marine Litter and Microplastics. The [first meeting of the Group](#) was held from 29 to 31 May 2018 in Nairobi, Kenya. Those HELCOM countries who attended the meeting may want to inform of its outcome.

Germany will inform the Meeting on the outcome of the HELCOM-Interreg Workshop on Marine Litter and Ecodesign held on 15 June 2018 in Berlin ([Outcome of PRESSURE 8-2018](#), para 3.7 and [document 3-2](#)). The Meeting will be invited to discuss the use of the workshop outcomes to inspire the private sector to take initiatives to reduce the negative impacts of products entering the marine environment, reduce over-packaging, and promote wise packaging.

The Meeting will be informed on the decision on the "FanPLESStic-Sea – Initiatives to remove microplastics before they enter the sea" project application submitted to the 3rd call of the Interreg Baltic Sea Region programme where HELCOM is a project partner (PRESSURE 8-2018, [document 3-8](#)).

PRESSURE 8-2018 discussed the suggestions on the work forward on a regional approach to the problem of abandoned, lost or otherwise discarded fishing gear (ALDFG) (PRESSURE 8-2018, [document 3-3](#)). The meeting agreed that the HELCOM EN-Marine Litter will develop a regional survey in cooperation with FISH and PRESSURE Groups and to continue the discussion on further regional actions on ALDFG at PRESSURE 9-2018, based on the outcome of the survey ([Outcome of PRESSURE 8-2018](#), paras 3.13-3.17).

The Meeting will be invited to consider the outcome of the survey with the deadline for responds agreed as **7 September 2018** and discuss possibilities of working forward on this issue (document to be submitted later).

Russia may wish to present the results of “Clean beach” action 2018. The report, in addition to number of participants, will include information on the amounts of collected litter and also on classification of the items in accordance with HELCOM Monitoring Guidelines ([Outcome of PRESSURE 8-2018](#), para 3.23).

[HELCOM EN-Marine Litter ToR](#) was agreed in 2015 for the period 2015-2018 ([Outcome of PRESSURE 3-2015](#), para 5.17 and [Outcome of STATE&CONSERVATION 3-2015](#), para 2J.2). The Pressure Group is supervising the work of HELCOM EN-Marine Litter. The Meeting will be invited to consider an evaluation of implementation of the ToR by 2018 (document to be submitted by the Secretariat) and a suggestion to update it for the period 2018-2021 (document to be submitted by the Secretariat).

#### Agenda Item 5 Underwater noise

The Meeting will be invited to take note of information on ongoing work of the HELCOM EN-Noise, presented by the Chair of the expert network. The Meeting will be invited to consider and endorse a proposal for the ToR for the HELCOM EN-Noise (document to be submitted).

PRESSURE 4-2016 approved the reporting format to the OSPAR-HELCOM registry of underwater noise ([Outcome of PRESSURE 4-2016](#), para 3.21 and Annex of [document 3-2](#)). HELCOM EN-Noise discussed and agreed on the need to update the reporting format to the registry after two years of experience in uploading data to the system and in view of the improvements of the tool conducted by ICES ([Memo of the online meeting 16 August 2018](#)). The Meeting will be invited to consider and agree on the updated reporting format to the OSPAR-HELCOM registry of underwater noise.

The Contracting Parties may wish to provide updated information regarding data reporting to the regional impulsive noise registry, which currently contains data reported by Denmark (2015-2016), Estonia (2012-2016), Finland (2008, 2010-2011 and 2013-2016), Germany (2013-2016), Lithuania (2013 and 2016), Poland (2011-2016) and Sweden (2015-2016) (access to the [registry](#)).

PRESSURE 6-2017 ([Outcome of PRESSURE 6-2017](#), para 4.4) agreed on reporting annually to the registry of impulsive events, taking into account a later clarification by Russia. Russia may wish to clarify her position on the matter.

#### Agenda Item 6 Measures to reduce nutrient loads

##### **Planning work on nutrient recycling strategy (cooperation with AGRI group)**

Elaboration of the Regional nutrient recycling strategy is one of the HELCOM priorities for the period of Chairmanship of the Republic of Finland. The elaboration will be led by HELCOM Agri Group, with contribution by Pressure group with regard to nutrient recycling in waste-water sector. A drafting group to carry out the work has been established under the leadership of Finland. The group consists of representatives of both Agri and Pressure groups.

The first online meeting of the drafting group is scheduled for 28 September 2018 with the aim to initiate discussion on general vision and goals of the strategy. The Meeting will be informed of the outcomes including a detailed work plan for the strategy elaboration.

HELCOM Workshop on regional nutrient recycling is the second event on the way towards the strategy which has already been included into the HELCOM work plan. The workshop will be held on 8 November in Warsaw. Tentative agenda of the workshop will be presented to the Meeting. The Meeting will be invited to contribute into the tentative agenda.

The Meeting will be invited to discuss practical aspects of further work on the nutrient recycling strategy taking into account various HELCOM processes arranged to support the work, e.g. BSR Water project platform, compilation of data on sewage sludge handling, etc. (a document will be submitted).

#### **Pollution load compilation - effectiveness of measures to reduce nutrient loads**

Evaluation of the effectiveness of measures to reduce nutrient inputs to the Baltic Sea is one of the new products which is to be delivered by PLC-6 project. The first draft of the assessment was submitted to PRESSURE 7-2017. PRESSURE 7-2017 commented on the presented document and invited countries to provide additional information on undertaken and planned measures to get a more comprehensive regional assessment. A new draft of the assessment will be submitted by PLC-6 Project Manager.

The Meeting will be invited to consider and endorse the assessment for publication as well as discuss the use of the results for the BSAP update.

#### **PLC-6 Executive Summary and draft update of the HELCOM core indicator on input of nutrients (2016)**

A draft update of the HELCOM core indicator on nutrient inputs 2016 will be submitted to the Meeting for endorsement.

#### **Phosphogypsum stacks in the Baltic Sea region**

PRESSURE 8-2018 agreed to organize a specific reporting procedure for the information on phosphogypsum stakes as significant sources of phosphorus input to the Baltic Sea (Outcome of PRESSURE 8-2018, para 7.21). The Meeting will be invited to take note of the compiled information and reflect on its further use for the assessment of input of nutrients and BSAP update.

#### **The role of integrated river basin management in reducing nutrient inputs to the Baltic Sea (suggestions for the International workshop)**

As a follow up of the MD2018 commitments, PRESSURE 8-2018 agreed on organizing a workshop involving representatives of river basin commissions with an intention to discuss opportunities to set nutrient reduction targets for particular river basins (Outcome of PRESSURE 8-2018, para 7.34). The Meeting will be invited to consider a draft concept of the workshop, submitted by PLC-7 Project Implementation Group with contribution by CCB, and reflect on the concept and contribute into it.

#### **Management of internal nutrient reserves in the Baltic Sea**

Implementing the commitments of the MD2018 concerning management of the internal nutrient reserves in the Baltic Sea, PRESSURE 8-2018 agreed to launch an intersessional process to elaborate draft Terms of Reference (document to be submitted) for the group to draft the regional principles and risk assessment framework for management of internal nutrient reserves with the intention to submit the draft to HOD 55-2018 for approval.

The Meeting will be invited to discuss the draft and endorse it for submission to HOD 55-2018.

#### **Airborne input of nitrogen (EMEP report)**

Draft indicator reports by EMEP on emission deposition of nitrogen will be submitted.

The Meeting will be invited to consider and endorse the publication of the indicator reports as HELCOM environmental fact sheet.

Agenda Item 7                      Hazardous substances

#### **Airborne input of hazardous substances (EMEP report)**

Draft indicator reports by EMEP on emission deposition of selected hazardous substances (Cd, Hg, PCB-153 and PAHs) will be submitted.

The Meeting will be invited to consider and endorse the publication of the indicator reports as HELCOM environmental fact sheets. The Meeting is also invited to agree on the list of substances to be assessed by EMEP in 2019.

The Meeting will also be invited to consider and agree on the publication on the EMEP website of the annual summary report consisting of:

- introduction – indicating changes in the monitoring and modelling procedures and references to the used methodologies;
- Indicator Fact Sheets discussed above;
- appendix containing maps of monitoring stations and tables with monitoring data.

### **Micropollutants in the WWTP and input of POPs by rivers**

Rivers are the major pathway for various pollutants into the Baltic Sea. According to a recent assessment (HELCOM PLC-6) more than 70 percent of nitrogen and more than 90 percent of phosphorus are transported to the Baltic Sea by rivers. Rivers are also dominant sources of floating litter and micro litter entering the marine environment. Logically, riverine inputs of hazardous substances should also be a significant contributor to the total contamination pool in the marine environment, for hazardous substances of both natural and synthetic origin. Unlike airborne transport, riverine transport of hazardous substances into the Baltic Sea is scarcely assessed. The only established data are on three heavy metals (Hg, Pb and Cd), data which are regularly compiled within the frame of HELCOM Pollution Load Compilation (“Inputs of hazardous substances to the Baltic Sea” in press). This compilation allows, with some assumptions, an evaluation of riverine loads of heavy metals to the Baltic Sea ecosystem. There has been no systematic compilation and synthesis of information on riverine loads of organic contaminants including pharmaceutical substances, though some data has been reported for certain compounds.

**The HELCOM activity on the compilation of information on micropollutants in the effluents of the WWTPs** is an attempt to identify alarming contaminants entering the aquatic environment from the sewage systems. This information will be further utilized to support the advancement of HELCOM hazardous substances indicators and to profile the current data pool against regional monitoring activities and regional priority substances (e.g. HELCOM initiatives, the EU WFD Watchlist of priority substances, chemicals requiring monitoring within the EU MSFD, and the Stockholm Convention). The substances of high concern were identified through a questionnaire, the results of which are being published in one of the PLC-6 products - “Inputs of hazardous substances to the Baltic Sea”. Based on the results of this questionnaire a data call was arranged and an overview of reported data was presented to PRESSURE 8-2018. The document (to be presented later) contains a preliminary analysis of the reported data on per-fluorinated organic substances, phenols and heavy metals, the substances identified by Contracting Parties as of highest concern in the effluents of WWTPs. The other group of substances, for which presence in WWTP effluents was of high concern, is pharmaceuticals. A preliminary assessment of the pharmaceutical substances released into the aquatic environment from WWTP will be considered separately in the section on pollution of the environment by medical substances.

The other part of the implementation of the HELCOM activity on micropollutants in the effluents of the WWTPs is a summary on advanced treatment techniques, including consideration of feasibility, costs, good practice and management options. The summary is intended to create a scientific background for mitigation contaminants loads on the Baltic Sea ecosystem.

### **Persistent organic pollutants in rivers**

Organic pollutants of high concern in rivers were identified via the questionnaire. The results of the questionnaire were agreed by PRESSURE 5-2016 and are being published in one of the PLC-6 products - “Inputs of hazardous substances to the Baltic Sea”. Based on the identification of priority substances a data call was arranged. A draft compilation and analysis of the compiled data are presented in the document (to be submitted at later stage). The results of the evaluation can be utilized to advance HELCOM indicator work for example initiating discussion on aspects such as: the need for new indicators to cover other substances of concern, and the inclusion sections within existing indicators devoted to loads of these contaminants in

the Baltic Sea and their potential sources, this aiding the assessment and targeting of measures as well as exploring potential recovery times within the marine environment.

The Meeting will be invited to consider the analysis of reported data on micropollutants in effluents from WWTPs and POPs in rivers and provide feedback to the documents and recommendations on appropriate ways forward. The Meeting is also invited to discuss the further development of the HELCOM hazardous substances indicators, for example the inclusion of new sections as suggested above, so that proposals can be incorporated into existing HELCOM processes on this topic. The Meeting might also wish to discuss regional documents and recommendations for the update of the BSAP in order to arrange a regular compilation of data on hazardous substances loads on the Baltic Sea and the identification of priorities for the future.

#### **Pollution by medical substances (results of reporting on pharmaceuticals in veterinary etc.)**

Pharmaceuticals were identified as a priority micropollutant in WWTP effluents (“Inputs of hazardous substances to the Baltic Sea” in press). Data on measurements of medical substances in effluents became a part of the data call on micropollutants organized by PRESSURE 7-2017. The data obtained after 2014 were reported to supplement the data compiled for the Status report on pharmaceuticals (BSEP 149).

The compilation of comprehensive data on pharmaceutical substances in the effluents of WWTPs, to evaluate inputs to the fresh water and marine environment, is one of the themes for cooperation between HELCOM and PA Hazards, as agreed by PRESSURE 7-2017. A first draft compilation and analysis of the available data on pharmaceuticals in WWTPs will be presented to the Meeting. The compilation will be a part of the report on the implementation of the HELCOM action on micropollutants in WWTP effluents.

The Meeting is invited to consider the draft, provide feedback on the data coverage and discuss the possibility to utilize available data for further development of HELCOM indicators.

#### **HELCOM indicators on hazardous substances (combining information on the state of the sea and inputs)**

Advancing of the HELCOM indicators, including to ensure their functionality to policy requirements and environmental needs, is one of the regional commitments stemming from MD2018. This work will also link closely with the work based on the update of the BSAP’s section on hazardous substances and the identification of regional priorities for hazardous substances.

In addition, HELCOM Pressure and State&Conservation working groups identified the need for closer integration of assessment of the Baltic Sea status and estimation of loads on the Baltic Sea ecosystem, and setting of a closer working relationship between the working groups. HELCOM hazardous substances indicators examining the contamination status of the Baltic Sea environment might be a suitable starting point for this integration. The first indicator integrating data on status of the Baltic Sea environment and loads was the pre-core [HELCOM indicator on diclofenac](#) which was tested in the State of the Baltic Sea report. It gives a good example of the comprehensive approach to the problem of contamination of aquatic environment by medical substances. An initial suggestion on work arrangements and methods to further advance HELCOM indicators will be submitted by the Secretariat.

The Meeting will be invited to consider the suggested working arrangements and provide feedback with regard to the contribution of the suggested work to the update of the relevant sections of the BSAP in line with the MD2018 commitments.

#### **Planning extended reporting on sewage sludge handling (Outcome PRESSURE 7-2017)**

PRESSURE 6-2017 agreed to develop a regional palette of solutions for recycling of nutrients from sewage sludge. The palette of solutions will serve as a supporting material for the elaboration of regional nutrient recycling strategy. PRESSURE 7-2017 approved an extended reporting format for the first reporting round under HELCOM Recommendation 38/1 on sewage sludge handling. The reporting should be arranged in 2019 utilizing national 2018 data.

The Meeting is invited to discuss the availability of the data for the reporting and agree on a timeframe for the reporting procedure bearing in mind ongoing work on the Regional nutrient recycling strategy and related projects and processes (an overview to be submitted by the Secretariat).

### **Pollution of the Baltic Sea by hazardous substances from offshore sources (e.g. shipping, offshore windmills, aquaculture, oil industry)**

HELCOM MD2018 committed to identify and assess further hazardous substances and contaminants from offshore sources, which may give rise to pollution effects, and develop appropriate mitigation measures. Implementing the decision, PRESSURE 8-2018 invited the Contracting Parties to investigate available national information on pollutants from offshore sources (e.g. shipping, offshore windmills, aquaculture, oil industry) of hazardous substances and to discuss the matter at the PRESSURE 9-2018 meeting.

The Meeting will be invite to discuss available national information on the matter and agree on the procedure to assess contamination of the Baltic Sea environment from offshore sources. The Contracting Parties are invited to submit available information in written form to the Meeting.

#### **Initial ideas for the Recommendation on antifouling systems**

HELCOM Recommendation 20/4 on antifouling paints containing organotin compounds was adopted in 1999. The Recommendation was specifically aimed at measures to prevent contamination of the marine environment by organotin compounds. Studies of the last years revealed other potentially harmful effects of anti-fouling paints used in shipping, aquaculture, and other marine-based industries. PRESSURE 8-2018 welcomed the offer of Finland to prepare an initial suggestion for the update of the Recommendation. The meeting also agreed to consider this initial suggestion as a starting point to initiate the work on updating the Recommendation in cooperation with HELCOM Maritime working group.

The Meeting will be invited to consider the initial suggestion submitted by Finland and agree on the further practical steps to update the Recommendation.

Agenda Item 8                      Physical damage to the sea floor and hazardous substances in bottom sediments

#### **Reporting 2017 data and consolidated report to LC/LP**

The deadline for annual reporting of the data on handling of dredged material at sea in the Baltic Sea region is 1 October 2018. An overview of the reported 2017 data will be presented by the Secretariat. PRESSURE 6-2017 requested the Secretariat to investigate opportunities to organize consolidated reporting on depositing of dredged material at sea to the London Convention and London Protocol. A suggestion regarding consolidated reporting on depositing of the dredged material at sea, including content and timeframe, will be prepared by the Secretariat. The procedure of consolidated reporting will also include data verification and approval.

The Meeting will be invited to take note of the results of reporting 2017 data under HELCOM Recommendation 36/2 and clarify still open issues. The Meeting will also be invited to discuss the suggested procedure of consolidated reporting to the LC/LP.

#### **Assessments of the environmental effect of the dredging/depositing operations at sea 2016**

A draft assessment of the dredging/depositing operations at sea in the period from 2006 to 2015 was presented to PRESSURE 8-2018. A new draft assessment covering period from 2006 to 2016 and taking into account recommendations by PRESSURE 8-2018 will be presented to the group by the Secretariat.

The Meeting will be invited to evaluate the new draft and endorse it for publication as a Baltic Sea Environmental Fact Sheet.

Agenda Item 9                      Remaining HELCOM hot spots and follow up of their deletion

The list of significant pollution sites around the Baltic Sea – HELCOM Hot Spots – was established in 1992, as a part of the Baltic Sea Joint Comprehensive Environmental Action Programme (JCP, 1992-2013). The Ministerial Declaration 2013 committed to aim to eliminate the HELCOM hot spots by 2018. A number of hot spots have been deleted from the list in the last years. An overview of the remaining hot spots as well as a description of criteria to delete them from the list will be submitted to the Meeting.

The Contracting Parties are invited to submit suggestions on deletion of national hot spots with justification in accordance with HELCOM requirements. The Countries are also invited to inform on the ongoing national work and perspectives to delete hot spots in the remaining years of the Baltic Sea Action plan.

Agenda Item 10                      Any other business

Baltic Sea and climate change is one of the priorities of Finnish chairmanship in HELCOM. Its intention is to ensure that consequences of climate change, such as warming, sea ice decline, anoxia and shifting species ranges will be taken into account when the BSAP will be updated. HOD 54-2018 considered the proposed HELCOM work on climate change, drafted by the State&Conservation Group ([HOD 54-2018](#), document 4-20), and emphasized the importance of the practical nature of the work and linking the work to that on indicators and measures, and especially updating of the BSAP. The meeting supported the proposed direction of the work and agreed that the dedicated work on climate change will begin in 2018.

A suggestion on the organization of the work on climate change will be submitted by the Secretariat. The Meeting will be invited to reflect on the suggestion from the view of the Pressure group's involvement into the work in accordance with its mandate.

HOD 54-2018 also approved HELCOM joining Baltic Earth and BONUS as co-organizer of the "Multiple Drivers for Earth system changes in the Baltic Sea region" workshop, to be held in late November-early December 2018 in Tallinn, Estonia. The Meeting will be informed of the workshop and the possibility to take part in the work (document to be submitted).

Agenda Item 11                      Election of Chair and Vice-Chair(s)

The Meeting is invited to elect Chair and Vice-Chair(s) of the Pressure group for the next two-year period.

Agenda Item 12                      Work plan 2019-2020.

The Meeting will be invited to agree on the work plan for the next 2-year period.

Agenda Item 13                      Future work and meetings

The Meeting is invited to agree on the main issues to be dealt with in the next meeting of the Group (PRESSURE 10-2019) to tentatively take place during the week 8-12 April 2019 in Finland. The Meeting is also invited to agree on tentative dates of the eleventh meeting of the group as well as to consider the possibility to host it.

Agenda Item 14                      Outcome and closing of the Meeting

The draft Outcome will be prepared by the Secretariat for consideration and approval by the Meeting. The final Outcome, incorporating corrections by the Meeting, will be prepared by the Secretariat in consultation with the Chair of the Meeting.