



**EH/AB2/MR**

**Second Advisory Board Meeting for  
Regional Initiative on Environment and Health  
in Southeast and East Asian Countries  
Jeju Republic of Korea, 16 April 2008**

**English Only**

## **DISCUSSION RECORD**

### **Background**

1. The Second Advisory Board Meeting for the Regional Forum on Environment and Health in Southeast and East Asian countries was held on 16 April 2008. The Chairs of the Thematic Working Groups (TWGs), Chair of the Regional Forum (Thailand), Vice-Chair of the Regional Forum (Republic of Korea), and Secretariat (UNEP and WHO) attended the meeting. The objectives of the Second Advisory Board Meeting were to 1) review the progress of implementing TWG workplans and specific issues associated with it; 2) discuss templates and schedule for progress reporting; and 3) discuss other issues related to the Regional Forum on Environment and Health in Southeast and East Asian countries. The meeting was opened with opening remarks from Mr. Boonam Shin, Director General, International Cooperation Office, Ministry of Environment, Republic of Korea. A list of participants is provided in Annex I.

### **Review of Progress**

2. Secretariat provided a brief on the follow-up actions from the First Advisory Board Meeting. Actions on all decisions were taken. Major progress includes: (1) preparation of a draft template for the national level progress reporting; (2) delivery of letters with Terms of Reference (ToR) of TWG Chairs to the Ministers of Health and Environment; (3) establishment of a dedicated website for the Regional Forum ([www.environment-health.asia](http://www.environment-health.asia)). Some Chairs informed that they have not received a copy of the letters to the Ministers with the TOR. Secretariat will send copy of the communications to the Ministries to the TWG Chairs.
3. TWG Chairs briefed on progress of implementation of TWG workplans. It was followed by a discussion on the TWG progress and challenges. Major discussions include:
  - a. Communications: It was pointed out by the Chairs that some of the TWG members are not able to reach by email and some did not reply the emails sent by TWG chairs, and contact details need to be updated. It was agreed that the Secretariat will contact the national communication focal points to confirm the membership of TWGs and request them to ensure active participation of their members in the TWG communications.
  - b. Resource mobilization: Some Chairs explained delays in progress because of no funds. Some Chairs also emphasized the importance of face-to-face meetings and availability of budget for such meetings. It was agreed that the Chairs and the Secretariat would put more efforts in raising funds by applying for support from potential donors (e.g. APN for Climate Change research activities, SAICM Quick Start Programme, etc.).
  - c. Promotion of the Regional Forum: The meeting discussed the need to make the Regional Forum known to policy makers and donors. The meeting agreed that the Chairs and Secretariat will promote the Regional Forum at major regional and international meetings and events.

- d. Ongoing initiatives: The meeting discussed the need to build on the existing activities, such as ASEAN working groups, for the implementation of the TWG workplans. TWG Chairs will compile the list of ongoing initiatives related to their TWG workplans.
- e. Website: The meeting discussed the usefulness of the Regional Forum website for information sharing and dissemination. The Chairs will provide update on their activities such as meetings and seminars for the website.
- f. National Action Plans: the meeting discussed the need to encourage the countries to provide their national environment and health action plans (NEHAPs) or equivalent plans for the Regional Forum website as the other countries can use the information as reference.

### **Template for Progress Reporting**

4. The First Advisory Board meeting discussed the need to harmonize the national level progress reporting and requested the Secretariat to provide a template for national level progress reporting. The Secretariat presented a draft template for reporting the national level progress at the High-Level meetings. The meeting discussed and agreed on the template as attached in Annex II. The Secretariat will circulate the template to the countries through the national focal points for their perusal.
5. The Secretariat presented a draft template for progress reporting on the implementation of TWG workplans. The meeting discussed the draft and agreed as attached in Annex IV. The TWG Chairs will complete the column of responsible organizations for each of the workplan outputs in the template by communicating about the template to all the TWG members. The Secretariat will assist the Chair in this process.
6. The meeting agreed that an annual progress report on the TWG workplans will be prepared by August 2008. This annual progress report will be compiled based on the reports from the TWG Chairs. The TWGs Chairs will provide their inputs during June 2008.

### **Other Issues**

7. Acceptance of new members for TWGs: Acceptance of new members for the TWGs was discussed. The meeting agreed that a new member could submit their application to the Secretariat or to the TWG Chairs. If the application is received by the Secretariat, the Secretariat will contact the respective Chair for their approval. If the application is received by the TWG Chair, the Chair will provide the Secretariat with the details of the new member with the approval of the Chair. The Secretariat will maintain the updated list of TWG members.
8. Fourth High-Level Meeting: The meeting discussed the organization of the next High-Level meeting during the first quarter of 2009. The Ministry of Environment, Republic of Korea informed that if the other countries want to host the Fourth High-Level meeting, Republic of Korea will agree to that decision. In case there is no other host country, Republic of Korea would be happy to host the Fourth High-Level Meeting. The decision on the venue needs to be made by the end of June 2008 in order to have enough time for preparations.
9. Ministerial Regional Forum 2010: The Second Ministerial Regional Forum will be held in Republic of Korea in 2010 (most likely in August 2010). The Ministry of Environment, Republic of Korea informed the meeting that they will do every effort to convene a successful Ministerial Regional Forum in 2010. The meeting was also informed that Republic of Korea will provide a more concrete plan for hosting the Second Ministerial Regional Forum during the Fourth High-Level meeting and most convenient venue and time will be chosen to facilitate the participation of Ministers from most member countries.

## LIST OF PARTICIPANTS

April 16, 2008 Jeju Island, Korea

<b>CHAIR AND VICE CHAIR COUNTRIES OF THE REGIONAL FORUM</b>	
<b>Environment Sector</b>	<b>Health Sector</b>
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<b>THEMATIC WORKING GROUP CHAIR INSTITUTIONS</b>	
<b>1. Air Quality</b>	<b>2. Water supply, hygiene and sanitation</b>
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<p><b>5. Climate Change, Ozone Depletion, and Eco-system Change</b></p> <p><b>Ms. Liana Bratasida</b>  Assistant Minister  Ministry of Environment  Jl. D.I. Panjaitan, Kav. 24, Kebon Nanas  Jakarta, 13410, Indonesia  Tel. No.: (62 21) 8580112  Fax. No.: (62 21) 8580112  E-mail: dokie@cbn.net.id</p>	<p><b>6. Contingency planning, preparedness and response in environmental health emergencies</b></p> <p><b>Dr. Carmencita A. Banatin</b>  Director III  Health Emergency Management Staff (HEMS),  DOH, East Avenue Medical Center  Quezon City, Philippines  Tel. No.: (632) 9296887 / 9296923  Fax. No.: (632) 9296853 / 9296919 / 9295827  E-mail: doh_hems@yahoo.com  cabanatin@hotmail.com</p>
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**TEMPLATE FOR REPORTING NATIONAL LEVEL PROGRESS  
AT THE HIGH-LEVEL MEETINGS**

**2007-2009**

1. Agreement between the Ministry of Health and the Ministry of Environment for the integrated management of environmental health at the national level (if needed, by signing Memorandum of Understanding or an Exchange of Letters)
2. Multisectoral Technical Working Group composed of representatives from various stakeholders (national government agencies, local government associations, the private sector, NGOs, academe/research institutions, media) working in the area of health and the environment. Either the Ministry of Health or the Ministry of Environment, or both should take the lead.
3. Regular meetings of the Technical Working Group to:
  - 3.1 Update the Environmental Health Data Sheets (EHDS) and Environmental Health Country Profiles (EHCP);
  - 3.2 Identify priority issues on health and the environment using the EHDS and EHCP [See the Annex III];
  - 3.3 Develop a draft National Environmental Health Action Plan (NEHAP) [See the Annex];
  - 3.4 Obtain the government endorsement/approval of NEHAP together with EHDS and EHCP;
  - 3.5 Identify an appropriate mechanism to facilitate the effective sharing of information between health and the environment, including the setting up of a website to keep the stakeholders informed;
  - 3.6 Implement the NEHAP and conduct monitoring and evaluation
  - 3.7 Prepare a regular report on NEHAP implementation.
4. Convene the National Forum on Environment and Health, involving the various stakeholders to review the development and implementation of the NEHAP, and emerging issues.

CONTENTS of NEHAP**1. Identification of priority issues that need to be addressed in the country**

- Use EHDS and EHCP
- Consultation with all stakeholders

Categories and examples of priority issues:

Strengthening of environment and health (EH) sector capacity and functions	Health implications of specific environmental issues and concerns
<ul style="list-style-type: none"> <li>• EH information and data management systems</li> <li>• Training and human resource development for EH professionals</li> <li>• EH legislation, standards setting and associated EH monitoring system</li> <li>• EH laboratory analysis</li> <li>• Preparedness and response to EH emergencies</li> <li>• Risk assessment and communication</li> <li>• EIA and HIA regulatory systems etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Indoor environment</li> <li>• Air pollution</li> <li>• Water supply, sanitation and hygiene</li> <li>• Recreational water quality</li> <li>• Toxic chemical and hazardous substance management</li> <li>• Solid and hazardous, health-care waste management</li> <li>• Noise</li> <li>• Radiation</li> <li>• Climate change</li> <li>• Ecosystem change etc.</li> </ul>

**2. Setting of goals, objectives and targets****3. Development of actions to be taken to achieve the goals/objectives/targets****4. Determination of who will take these actions and target dates/timetable for actions****5. Indication of resource requirements****6. Monitoring and evaluation mechanisms and reporting schedule**

**TEMPLATE FOR REPORTING THEMATIC WORKING GROUP PROGRESS  
AT THE HIGH-LEVEL MEETINGS**

**2007-2010**

1. In August 2007, the first Ministerial Regional Forum on Environment and Health in Southeast and East Asian Countries has adopted workplans for the Thematic Working Groups.
2. In implementing the workplan, chair institution shall take the lead role in coordinating implementation and the members shall be engaged in the projects/activities under the workplan.
3. The Thematic Working Group will regularly discuss the progress and implementation of the workplan to:
  - 3.1 Coordination among the member institute to advocate actions based on the recommendations of the Regional Forum; and disseminate information on activities being undertaken and their impacts
  - 3.2 Identify an appropriate mechanism to exchange information, share lessons learned and best practices across countries among member institutes, including the setting up of a website to keep the member institutes informed;
  - 3.3 Prioritize activities for which funding and other additional support is required; and in coordination with the secretariat, identify possible sources including partner organizations that could support the implementation of said priority activities.
  - 3.4 Implement the workplan and conduct monitoring and evaluation
  - 3.5 Agreeing on core environmental health indicators specific to the theme covered by the TWG. Documenting and reporting progress on regular basis, and; consolidate/synthesize environmental health progress and impact at the regional level.
4. The Chair institute shall facilitate in progress reporting, following the format given in table 1. Samples are given in Annex V.

**Table 1**

<b>Outputs</b>	<b>Deadline</b>	<b>Responsible Org.</b>	<b>Progress</b>
1.			
2.			

## ANNEX V Progress Reporting on Thematic Working Group on Air Quality

Outputs	Deadline	Responsible Org.	Progress
<b>Urban Air Pollution</b>			
3. Overview of AQ standards at beginning and end of activities	March 2008 – beginning Dec. 2009- end	CAI-Asia Center	
4. Recommendations on standards and monitoring protocols for air toxics and heavy metals	March 2009	CAI-Asia Center	
5. Policy guidance on integration of poverty in design and implementation of air quality management policies	June 2008	CAI-Asia Center	
6. Overview and analysis of health impact studies on ambient air toxics and heavy metals	December 2009	TBD	
7. Overview of ambient air toxics and heavy metals monitoring in Asia	March 2009	CAI-Asia Center	
8. Documented methodology how to study linkage of poverty-health-air quality	March 2009	CAI-Asia Center - HEI	
9. Researchers on air pollution and health impact having capability to carry out their own studies.	December 2009	CAI-Asia Center, HEI, and others	
10. Training of researchers and scientists in health impact studies	December 2009	CAI-Asia Center, HEI, and others	

Outputs	Deadline	Responsible Org.	Progress
<b>Indoor Air Pollution</b>			
1. Overview of IAQ standards at the beginning and end of activities	March 2008 – beginning Dec. 2009- end	KOSIE (Kor. Soc. Indoor Environment)	
2. Recommendations on standards and monitoring protocols for indoor hazardous air pollutants	April 2008	KOSIE	
3. Providing the policy guidance on integration of quality of life (QOL) in design and implementation of air quality management policies of governments in Asian countries	June 2008	KOSIE	
4. Overview of hazardous indoor air pollutants' monitoring in Asian countries	April 2008	KOSIE	
5. Overview and analysis of health impact studies on indoor hazardous air pollutants	April 2008	KOSIE	
6. Documented methodology how to study linkage of QOL–health-indoor air quality	December 2009	KOSIE and other institutes	
7. Training of IAQ professionals	December 2009	KOSIE, HIEIM (Hanyang Univ.Inst.Env.Indu.Me d) and others	
8. Courses of IAQ education	March 2008 – beginning Dec. 2009- end	KOSIE, IEIM and others	
<b>Transboundary Air Pollution</b>			

Outputs	Deadline	Responsible Org.	Progress
1. Guidelines and methodologies for monitoring of PM and ozone	Dec 2009	KEHF (Korea Environmental Health Forum)	
2. Guidelines and methodologies for conducting health impact assessment of transboundary air pollution	Dec 2009	UNEP	
3. A training workshop on monitoring and conducting health impact assessment of transboundary air pollution			
4. A review of all studies related to impact of regional air pollutants on health, including epidemiological surveys	Dec 2009	KEHF	
5. Data and information on the composition and characteristics of regional air pollution affecting the Northeast and Southeast Asian region	Dec 2009	KEHF	
6. An assessment report on impact of PM and ozone on the health of people living in northeast and southeast Asia	Dec 2009	KEHF	
7. A workshop organized for participants from northeast and southeast Asia to disseminate the information in the assessment report and discuss future activities			
8. Compilation of data and information on Atmospheric Brown Clouds	Dec 2008	UNEP	
9. Assessment reports on the impacts of Atmospheric Brown Clouds on human health	Dec 2008	UNEP	

Outputs	Deadline	Responsible Org.	Progress
10. Assessment reports on the impacts of Dust and Sandstorm on human health	Dec 2008	National Institute of Environmental Research, Korea	
11. Assessment reports on the impacts of Transboundary haze on human health			