

UNITED NATIONS ENVIRONMENT PROGRAMME
INTERNATIONAL LABOUR ORGANIZATION
FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
WORLD HEALTH ORGANIZATION
UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION
UNITED NATIONS INSTITUTE FOR TRAINING AND RESEARCH
ORGANISATION FOR ECONOMIC COOPERATION AND DEVELOPMENT

**Inter-Organization Programme for the Sound Management of Chemicals
Inter-Organization Coordinating Committee**

**Record of the Fifteenth Meeting,
25-26 June 2001, ILO, Geneva, Switzerland**

Participants:

IOMC Participating Organizations:

Dr J.S. Takala	ILO (Chairperson)
Dr C. Beinhoff	UNIDO
Dr K. Gutschmidt	WHO
Mr A. Halpaap	UNITAR
Mr J. Krueger	UNITAR
Dr J. Buccini	UNEP
Dr T.J. Meredith	WHO
Mr S. Milad	UNEP
Mr I. Obadia	ILO
Ms A. Tuxen	UNEP
Dr N. Van der Graaff	FAO
Dr R. Visser	OECD
Mr J. Whitelaw	UNEP
Mr J. Willis	UNEP

Secretariat:

Dr T.J. Meredith	WHO
Dr K. Gutschmidt	WHO

**NOTE: AGENDA ITEMS ARE REPORTED IN NUMERICAL ORDER, NOT NECESSARILY IN THE
ORDER THEY WERE TAKEN UP**

DECISIONS AND AGREED-ON ACTION ITEMS ARE SUMMARIZED IN ANNEX A.

Item 1. Opening of Meeting

1. The Chairman welcomed participants.

Item 2. Approval of agenda (IOMC/IOCC/01.02 (Rev.1))

2. The proposed agenda was approved. It was agreed that additional items would be discussed under agenda item 16.

Item 3. Review of Draft Record of 14th Meeting (IOMC/IOCC/01.01(Rev.1, 20 June 2001))

3. The draft record of the 14th meeting needs revision of paragraph 10.
4. The secretariat will aim to provide future IOMC/IOCC draft meeting reports to IOMC/IOCC members within four weeks of the meeting in question.

Item 4. Current status of IFCS discussions

5. Action items for IOMC resulting from the 34th Meeting/Teleconference of the IFCS Forum Standing Committee (FSC), April 10, 2001:

6. *Prevention of illegal international traffic in toxic and dangerous products.* Mr Willis will ask UNEP's Unit on Compliance and Enforcement to take further action on this issue. The task of this Unit, located in Nairobi, is to ensure and monitor the compliance and enforcement of the established national, regional and international policy instruments, particularly legally binding instruments, with a specific focus being placed on environmental crime and illegal trade and/or traffic in violation of the provisions of international environmental instruments. This Unit is organising a meeting on compliance and enforcement, 22-26 October 2001. IOMC is asked to identify experts for this meeting. Mr Willis will approach Mr Kaniari, UNEP Policy Implementation Unit, for further information. In addition, Mr Willis will arrange for invitation letters to be sent to IOMC POs, IFCS, and IMO. A background paper needs to be prepared for the October meeting. In preparation for this paper, an expert meeting will be convened to discuss and finalise the text, hosted by UNEP, September/October 2001.

7. *Draft revised FAO International Code of Conduct on the Distribution and Use of Pesticides.* Dr Van der Graaff reported that a decision has been made to discuss the Code at the next FAO Governing Body meeting in November 2001.

8. *"... risk reduction initiatives on other chemicals of major concern".* Mr Willis reported that he took action with regards to the reply from the Executive Director, UNEP, to the letter of the President of the IFCS concerning the work on the chemicals related decisions of the 21st UNEP Governing Council. Dr Meredith reported that the final review meeting of the WHO/IPCS risk assessment on inorganic mercury should be held by the end of 2001. Dr Meredith will provide information on the status of the project to FSC at its teleconference on 28 August 2001.

9. *Occupational Safety and Health (OSH) Working Group to address OSH issues arising throughout IFCS Recommendations and Priorities for Action.* ILO/IOMC agreed to participate in the Working Group and to co-ordinate the work/contributions of ILO, IPCS/WHO and other IOMC member organizations concerning OSH activities. The chairperson together with ILO will prepare a plan for further action.

10. The Secretariat will contact the IFCS Secretariat to ask for full documentation (in electronic format) of FSC meetings be send to all IOMC POs. In addition, the IFCS Secretariat will be asked to send invitation letters to all IOMC POs inviting them to attend FSC teleconferences and meetings.

Item 5. Global Chemical Strategy

11. Mr Willis gave a short introduction on UNEP's activities related to UNEP Governing Council Decision 21/7 concerning chemicals management, in which the Governing Council requested the Executive Director, in consultation with Governments, IOMC, IFCS and other relevant Organization and stakeholders, to examine the need for a strategic approach to international chemicals management and to prepare a report on this subject for detailed consideration at the 7th special session of the Governing Council/Global Ministerial Environmental Forum (GC/GMEF) in 2002. Dr Buccini, UNEP, described the methodology used to develop the strategy including the questionnaire to solicit input from governments, IGOs, other relevant Organization and stakeholders. So far, the questionnaire has been sent to UNEP Focal Points. Deadline for response and submission of additional material will be 16 July 2001. Results will be analysed and may be available by 30 November 2001 to be ready for the GC/GMEF in February 2002. IOCC/IOMC considered the timeline to be very short - in consequence, it is most unlikely that countries and organizations will be able to present their integrated views representing all stakeholders and constituents.

From the GC/GMEF, the Global Chemical Strategy document will be presented to the Rio +10 conference, Johannesburg, September 2002. Following the GC/GMEF in February 2002, the process may need to undergo further consultation.

An intensive discussion followed from which the main outcomes were as follows:

12. All IOMC POs support the effort to develop a Global Chemical Strategy and there is a collective will to work with UNEP on this matter.

13. WHO recommended that a clear distinction has to be made between Chapter 19 of Agenda 21 and other international chemical strategies such as the one currently being developed by the WHO Regional Office for Europe.

14. IOCC recommended that IOMC POs should be more actively involved in the process. Because of the interest of IOMC POs in closer involvement, a 1-2 day(s) meeting should be convened in September/October to seek opinions on the first draft document.

15. UNITAR mentioned the important role which the development of a new EU chemical policy will have in shaping the Global Chemical Strategy.

Item 6. Global Mercury Assessment

16. Mr. Willis reported on the UNEP Governing Council Decision 21/5, taken at its 21st session, which invited the Executive Director of UNEP, in co-operation with other members of the IOMC, to initiate an expeditious, open, transparent and inclusive process that includes contributions from Governments, intergovernmental and non-governmental organizations and the private sector to undertake a global assessment of mercury and its compounds, to be presented to the Governing Council at its session in 2003. Ms Tuxen further expanded on the workplan and timetable:

Suggested time schedule

Time frame	Activity	Outcome
April 2001	Requests for information on items (a) to (f)	Information requests
April - September 2001	Information collection	Compilation of received information
September-November 2001	Compilation and analysis of information	First draft assessment
November 2001- March 2002	Distribution of draft assessment and collection of comments from the Working Group on Global Mercury Assessment	Revised draft assessment and first outline of options paper for Working Group meeting
March-May 2002	Preparation and distribution of papers for Working Group meeting	Documents for Working Group meeting
June 2002	Working Group meeting	Meeting report with conclusions and recommendations
July-September 2002	Finalization of report to UNEP Governing Council, at its 22 nd session (UNEP GC 22)	Final report
November 2002	Submission of report to UNEP GC 22	UNEP GC 22 document
February 2003	Discussion at UNEP GC 22	UNEP GC 22 decision

17. Assessment costs, including staffing at UNEP, consultancies, staff travel and the cost of an open-ended Working Group meeting in 3 languages have been estimated to be approximately US \$ 620,000. A letter will be sent by UNEP to IOMC POs for identification of official contact points.

18. Mr Willis asked IOMC POs to report information of relevance to UNEP. In line with the request for an open, transparent and inclusive process, any submitted information may be made publicly available through inclusion in UNEP materials and reports or websites. Dr Visser, Dr Beinhoff, Dr Meredith informed UNEP that material is available at OECD, UNIDO, and WHO. Dr Meredith mentioned the work WHO is currently doing in evaluating the health effects of inorganic mercury. UNECE should be contacted for data.

Item 7. Cooperation on POPs/GEF projects

19. Mr Willis reported that GEF has been designated the interim financial mechanism of the Stockholm Convention and that it stands ready to enable developing countries and countries with economies in transition to fulfil their obligations under this Convention. The meeting for the 3rd replenishment of the GEF welcomed the provision of additional resources for programming new activities addressing POPs and other chemicals, land degradation, and capacity building. Participants requested the GEF Secretariat and the Trustees to consider a range between US \$2.5 – US \$3.5 billion for the total GEF replenishment for the October meeting. The Council approved initial guidelines for enabling activities as an early response to assist developing countries and countries in transition to fulfil their obligations under the Stockholm Convention. A typical enabling activity proposal is expected to have a total cost up to US \$500,000. US \$9.5 million are available for regional projects to be implemented by UNEP for the development of National Implementation Plans, as required by the Convention, in 12 countries possessing a range of geographical and socioeconomic conditions.

20. IOMC POs should coordinate their intended activities and funding proposals to be submitted to GEF. It was proposed to hold a meeting of interested POs (UNITAR, UNIDO, FAO, WHO, and UNEP) to identify the projects to seek funding for and to agree upon the role of POs once a project has been approved by GEF considering that these projects are basically country projects. Such a meeting will be organized by UNEP during the latter half of July 2001.

Item 8. Review of current and planned IOMC PO activities

21. IOMC/IOCC reviewed the decisions and action items laid out in Annex A of the report of the fourteenth IOMC/IOCC meeting, 18-19 December 2001. All agreed deadlines and key dates as mentioned in Annex A-1 were met except for completion of data entry into the IOMC calendar of meetings & events and into the inventory of activities (which has to have been undertaken by 14 May 2001). This

issue was further discussed under agenda item 11. The situation with regards to action items as listed in Annex A-2 is as follows:

22. *Review of Forum III and formulation of IOMC response.* A response letter was sent on 26 June 2001 taking account of points agreed as set out in paragraph 4 Annex B of the meeting report of the Fourteenth Meeting, 18-19 December 2000, UNIDO, Vienna, Austria.
23. *Role of GESAMP/IMO in relation to hazards resulting from chemicals by ship.* A letter has been sent to Secretary-General, IMO, from Chairman, IOMC/IOCC, inviting IMO to join IOMC through signature of a MOU. So far, no response has been received from IMO. The secretariat will follow-up on this letter.
24. *Avoidance of potential duplication of activities.* The secretariat will ensure that full text of IOMC MOU will be available on IOMC website. Mr. Willis, UNEP, will explore whether there remains a need to draft a letter separately by Chairman, IOMC/IOCC to the Director-General, UNIDO, concerning the need to avoid duplication of IOMC PO activities, based on the existing IOMC MOU.
25. *Report on ten-year review of progress achieved since UNCED.* Draft CSD report was compiled by UNEP and commented on by POs.
26. *IOMC Information System and IOMC Website.* These subjects were discussed under agenda item 10, 11, 12, 13.
27. *IOMC CG on Harmonized Classification Systems.* See agenda item 9.
28. *IOMC CG on PRTRs.* So far, informal contacts have been established between UNIDO, UNEP and UNITAR concerning their activities in Egypt. UNITAR will ask UNIDO for provision of an official contact point.
29. *IOMC CG on Chemical Accident Prevention, Preparedness and Response.* Data entry has still to be done.
30. *IOMC CG on Unwanted Stocks of Pesticides and Other Chemicals.* UNEP had passed an electronic copy of agreed TOR to the Secretariat.
31. *IOMC Administrative Arrangements for Secretariat.* Dr. K. Gutschmidt has been recruited by WHO to assist with IOMC secretariat functions.
32. *Any other business.* Dr J.S. Takala, ILO, serves as the new IOMC/IOCC chairman.
33. *ILO update of activities.* Mr Obadia reported that the globally harmonized hazard classification and labelling system, including easily understandable symbols, is now available. An ILO report was released on the use of agricultural chemicals entitled Top of the Agenda: Health and safety on agriculture. The ILO Guidelines on Occupational Safety and Health Management Systems are the result of extended international consultations held during the course of last year. They were adapted at a Meeting of Experts, held in Geneva from 19 to 27 April 2001.
34. *OECD update of activities.* Dr Visser reported that the Environmental Outlook for the Chemicals Industry report was issued in support of broader OECD work on the environmental pressures from key economic sectors such as the chemicals industry. Environment Ministers met in Paris on 16 May 2001 to address these concerns and to agree on the "OECD Environmental Strategy for the first decade of the 21st Century". The OECD Joint Meeting of the Chemical Committee and Working Party on Chemicals, Pesticides and Biotechnology, agreed that the LD50 Draize test for acute oral toxicity, known as OECD Test Guideline 401 and heavily criticised by the animal welfare protection groups shall be abolished and deleted from the OECD manual of internationally accepted Test Guidelines. Three alternative methods (OECD Test Guidelines 420, 423, and 425) now available for this disputed animal test can provide sufficient information to replace Guideline 401.

35. *FAO update of activities.* Dr Van der Graaff reported that a Government Body meeting on updating the FAO Code of Conduct on the distribution and use of pesticides will be held in November 2001. This consultation will consider the draft revised FAO International Code of Conduct on Distribution and Use of Pesticides. The 2nd phase of the FAO Sahel project on the implementation of the International Code of Conduct was discussed. A pilot project on integrated pest management supported by The Netherlands was launched in the Sahel. The 8th session of the Intergovernmental Negotiating Committee (INC) for the Preparation of the Conference of Parties of the Rotterdam Convention for the Application of the Prior Informed Consent (PIC) Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (INC-8) will be held from 8-12 October 2001, in Rome. A meeting on obsolete pesticides will be organized in Bangkok. The objective of the meeting is to assist countries in identifying and disposing of obsolete pesticide stocks.

36. *UNEP update of activities.* Mr Willis reported that The Stockholm Convention on Persistent Organic Pollutants was adopted on 22 May 2001. New projects have been launched such as the UNEP Capacity and Assistance network (CAN) jointly by UNEP and the GEF Secretariat, the Global POPs monitoring network, National POPs Ratification workshops and a project that traces countries concerning their efforts to phase out lead.

37. *UNITAR update of activities.* Mr Halpaap reported on the National Profiles Project and how the material developed there can be used in the GHS capacity-building project.

38. *UNIDO update of activities.* Dr Beinhoff reported on UNIDO's activities on heavy metal (mercury, arsenic, lead) emissions reduction in developing countries.

39. *WHO update of activities.* Dr Meredith reported on the WHO Conference on Chemical Safety in Africa: Preparing the Health sector for the challenges of the 21st Century, Cape Town, South Africa, July 23-27, 2001.

In addition, the IPCS INTOX Workshop on Diagnosis, Treatment and Prevention of Toxic Substances and Harmonized Case Data Collection through IPCS INTOX Package in Russia and selected CIS countries will take place in Moscow, Russian Federation, August 21-14, 2001.

The International Conference on Environmental Threats to the Health of Children will be hosted by the Chulabhorn Institute in Bangkok, Thailand in March 2002 (date to be finalized), organized by the World Health Organization in co-operation with the U.S. National Institute for Environmental Health Sciences and the U.S. Environmental Protection Agency. The objectives of this three-day conference are to discuss new research results and to increase awareness on the part of health and other sectors concerning children's environmental health.

International Chemical Safety Cards (ICSC) are now available on-line free of charge at <http://www.cdc.gov/niosh/ipcs/icstart.html#language>.
(for the IPCS INCHEM database see agenda item 12).

Item 9. GHS implementation at country level

40. Mr Obadia reported on the 7th and last meeting of the ILO Working Group for the Harmonization of Chemical Hazard Communication, Geneva, 21-24 May 2001. The final versions of the documents attached to the meeting report were agreed by the Working Group to be the harmonized system of hazard communication in the globally harmonized system. Mr Obadia reported that a new danger symbol was developed for chronic toxicity. He mentioned also that countries prefer a flexible approach with regards to precautionary principles so that they are able to take language and cultural issues into account. The GHS report will be posted to the web by September 2001. At this point, a hardcopy will also be published under the IOMC umbrella. Later in 2003, the document will be published as an official UN document in several languages.

41. Mr Halpaap, UNITAR, introduced the global capacity building programme to assist countries in implementing GHS. Mr Krueger described the proposed phases of the "Developing and Implementing Chemical Hazard Communication and GHS Action Plans" projects. The different phases are: i. National awareness raising and preparatory activities; ii. Development of a National GHS Action Plan; and iii. National Implementation and operation of the GHS. Pilot projects are in preparation for Zambia and a

second country is to be identified by the end of 2001. IOMC/IOCC recommended the establishment of a procedure allowing POs to review the guiding and training material developed for the project as well as the project progress.

Existing material prepared by IOMC POs should be used whenever possible. A project steering group should be established by September to prepare for the pilot projects. This group should also be open to interested Organizations beyond IOMC POs. As a next step, UNITAR will send a letter to IOMC POs for nomination of Focal Points. Following steps include the briefing of the Focal Point on the project, UNITAR will ask ICCA and other Organizations to participate in the project and to report back to IOMC/IOCC.

Item 10. IOMC Activity Profiles

42. Dr Meredith reported that each PO should now be in the position of posting its activities on the IOMC website. IOMC/IOCC decided that ongoing activities of POs should be put directly on the web while new activities should be circulated to POs in advance. In the case that there are no comments within a two-week period also new activities should be posted. The update of the activity profile should be undertaken by 15 September 2001. The Secretariat will remind POs in early September.

Item 11. IOMC Information System

43. New meetings and events should be posted on the IOMC webpage as they arise. The Secretariat was asked to explore a way to determine how often the IOMC website is accessed.

Item 12. IPCS INCHEM database

44. Dr Meredith reported that IPCS INCHEM CD-ROM (<http://www.inchem.org/>) is now available on-line free of charge this having become operational on 1 June 2001. In addition, CD-ROM subscription rates have been halved.

Item 13. Review of IOMC Website

45. At this stage, IOMC/IOCC decided not take any action with regards to Pressflex.

Item 14. Coordinating Groups (CGs) – status/update reports

46. For the work of IOMC CG on Harmonized Classification Systems, see agenda item 9. IOMC CG Group on PRTRs is further developing a paper which will be discussed at Forum IV. There is nothing new to report from the IOMC CG on Chemical Accidents Prevention, Preparedness and Response or the IOMC CG on Assessment of Existing Industrial Chemicals and Pollutants. With regards to the IOMC CG on Unwanted Stocks of Pesticides and other Chemicals, a meeting had been organized. The contact at FAO is Dr Vaagt. The UNEP contact has now left the Organization. Currently, most of the CG members are fully occupied by the African Stockpile Programme. Lessons learnt from that Programme will be reported at the next IOCC meeting.

Item 15. IOMC Administrative Arrangements for Secretariat

47. Dr Gutschmidt returns to WHO/IPCS and will assist the IOMC Secretariat. Dr Meredith presented the financial statement. The IOCC decided to further discuss financial issues at its next IOCC meeting. The Secretariat should be present at the next IFCS teleconference to be held on 28 August 2001. In addition, the secretariat should approach IFCS to allow IOMC POs to be regular participants in future IFCS teleconferences and meetings (see also agenda item 4).

Item 16. Any other business

48. The World Bank and UNDP have chemical related programmes and they might be interested to join IOMC. Both organisations should be invited to the next IOMC/IOCC meeting to present and discuss their current and planned future programme activities. The chairperson IOMC/IOCC will send an invitation letter to both Organizations. Mr Willis will provide a contact for the World Bank and Mr Halpaap for UNDP.

The Programme Advisory Committee of IPCS will meet in the first week of December 2001 in Beijing, China.

Item 17. Agenda, date and place of the next meeting

49. The next meeting is scheduled for 13-14 December 2001, FAO, Rome. Those POs who would like to get involved should contact Dr Graaff, FAO, by November 15. Agenda items to be considered for the next IOCC meeting are World Bank and UNDP presentations, IOMC website, IOMC information system, GHS capacity building, reporting on the global mercury assessment, co-ordination of POs activities based upon activity profiles.

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Annex A

**Inter-Organization Programme for the Sound Management of Chemicals
Inter-Organization Coordinating Committee**

**Fifteenth meeting
25-26 June 2001**

DECISIONS AND ACTION ITEMS

Annex A-1

AGREED DEADLINES AND KEY DATES		
Date	Responsible PO	Action Item
July 2001	UNEP	Convene meeting to co-ordinate activities related to POPs.
15 September 2001	All IOMC POs	Post activity profiles, meetings and events on IOMC website.
30 September 2001	All IOMC POs except UNEP	Provide information for the Global Mercury Assessment.
September 2001	UNITAR	Set-up steering group for GHS capacity building project.
Sept/Oct 2001	UNEP	Convene meeting to discuss draft Global Chemical Strategy.
Sept/Oct 2001	UNEP	Convene meeting to discuss background paper for UNEP meeting on compliance and enforcement.
13-14 December 2001	All IOMC POs	The next IOMC/IOCC meeting will be held 13-14 December 2001, hosted by FAO in Rome.

Annex A

Annex A-2

Responsible PO	Agenda Item
Item 3. Review of Draft Record of the Fifteenth Meeting.	
UNEP	UNEP to provide additional text on PCBs for inclusion in paragraph 10 of Fourteenth meeting report.
Secretariat	To finalize report of Fourteenth IOMC/IOCC meeting.
Item 4. Current status of IFCS discussions.	
UNEP	<p>UNEP to provide information on further action on the prevention of illegal traffic in toxic and dangerous products.</p> <p>UNEP to send invitation letter to IOMC POs, IFCS and IMO to participate in the UNEP meeting on enforcement and compliance, 22-26 October 2001.</p> <p>UNEP to prepare a background paper for the meeting on enforcement and compliance to be discussed at an expert meeting in September/October.</p>
WHO	WHO to report to FCS at its teleconference on 28 August 2001 the status of the WHO/IPCS risk assessment project on inorganic mercury.
ILO	ILO to prepare a plan of action on OSH issues arising throughout IFCS recommendations and priorities for action.
Secretariat	Secretariat to contact IFCS Secretariat to get the full documentation of FSC meeting to be distributed to IOMC POs and to seek invitation of all IOMC POs to the FSC teleconference on 28 August 2001 and meeting on 18 September 2001.
Item 5. Global chemicals strategy.	
UNEP	UNEP to convene a meeting to discuss on the draft Global Chemical Strategy in September/October 2001.
Item 6. Global mercury assessment.	
All other IOMC POs	<p>All other IOMC POs to report to UNEP information of relevance for the Global Mercury Assessment by 30 September 2001.</p> <p>All other IOMC POs to return comments on draft report by 9 January 2002.</p>
Item 7. Cooperation on POPs/GEF projects.	
UNEP	UNEP to convene meeting to co-ordinate activities related to POPs.

Item 8. Review of current and planned IOMC PO activities.	
Secretariat	Secretariat to follow-up on the letter sent to GESAMP/IMO. Secretariat to post full text of MOU on the IOMC website.
UNEP	UNEP to explore whether there still needs a letter to be sent to Director-General, UNIDO, concerning duplication of work.
Item 9. GHS implementation at country level.	
UNITAR	UNITAR to set-up a procedure that allows IOMC POs to review and comment on currently developed and adapted guidance and teaching materials in the GHS capacity building project. UNITAR to set up a steering group.
Item 10. IOMC Activity Profiles.	
All IOMC POs	All IOMC POs to post existing activity profiles on IOMC webpage by 15 September 2001. All IOMC POs to post new activity profiles on IOMC webpage after a 2-week period allowing IOMC POs to comments on new activities.
Secretariat	Secretariat to send a reminder to IOMC POs to post existing activity profiles by 1 September 2001.
Item 11. IOMC Information System.	
All IOMC POs	All IOMC POs to post upcoming meetings and events on IOMC webpage by 15 September 2001.
Secretariat	Secretariat to determine how often IOMC website is accessed.
Item 16. Any other business.	
Secretariat	Secretariat to invite World Bank and UNDP to attend the Sixteenth IOMC IOCC meeting.
UNITAR	UNITAR to present UNDP contact to IOMC Secretariat.
UNEP	UNEP to present World Bank contact to IOMC Secretariat.
Item 17. Agenda, date and place of next meeting.	
	The next IOMC meeting will be held 13-14 December 2001, hosted by FAO in Rome. The agenda will include: <ul style="list-style-type: none"> • World Bank and UNDP presentations; • IOMC website; • IOMC information system; • Global mercury assessment; • co-ordination of PO activities based upon activity profiles.