

National Reporting

under the Minamata Convention

1

The Reporting Obligation – Article 21

Article 21 of the Convention requires each Party to report to the COP through the Secretariat on the measures the Party has taken to implement the provisions of the Convention, on the effectiveness of such measures and on possible challenges in meeting the objective of the Convention.

2

Reporting Frequency and Format – Decision MC-1/8

Each Party shall report every four years using the full format and report every two years on four questions marked by an asterisk in the full format (short report). A format for reporting is set out in the Annex of Decision MC-1/8, and has been electronically adapted into the Online Reporting Tool.

3

The Online Reporting Tool

National Focal Point of each Party is provided by the Secretariat with the login credentials to access the ORT and submit the report every reporting cycle.



4

Using the Online Reporting Tool

- Fill in all applicable parts as per instructions.
- You can check or review previously submitted national reports.
- Some information is pre-populated based on what was officially notified to the Secretariat.
- You can use the Offline Paper Version to facilitate collection and collation of information for the report.
- When progressing, you will see a completion status on the right side of the screen, links to the Convention text and links to relevant sections of Guidance for completion of the national report.
- Progress is automatically saved when you move to a new step or when you click the Save Draft button at the bottom of the page.
- Responses can be reviewed on the preview screen prior to submission. You can also print a copy.