

Convention: SC

Update of the Stockholm Convention electronic reporting system

LEGAL BASIS/MANDATE:

Work programme activity #: 27

Paragraph 6 (b) of decision SC-5/16 adopted by the Conference of the Parties at its fifth meeting requested the Secretariat to update the reporting format to include the nine chemicals listed in Annexes A, B and C to the Convention by decisions SC-4/10–SC-4/18, for consideration by the Conference of the Parties at its sixth meeting.

Paragraph 6 (c) of the same decision requested the Secretariat to improve the electronic reporting system, taking into account possible synergies with the Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and Their Disposal and other relevant process, in time for it to be used for the submission of the third report pursuant to Article 15, bearing in mind the comments received from parties on their experiences in using the system and in view of the use of the national reports as one element in undertaking an evaluation of the effectiveness of the Convention pursuant to Article 16;

BACKGROUND INFORMATION:

The consultant will design a new version (version 3) of the electronic reporting system for Article 15, using the newly updated format for collecting data from reporting parties. The new format includes ten new chemicals approved by COPs 4 and 5, as well as new features to facilitate the collection of time series for certain data that will allow to analyze trends over time. The new system should be data-compatible with the previous versions, i.e. be able to import data reported by parties in previous reporting cycles. The consultant will also transfer the data from the first and second reporting to the new system and apply any automatic or manual transformations that might be required to make the data compatible with the new format.

PROPOSED ACTIVITIES TO BE FUNDED:

An expert shall assist the Secretariat in designing and programming version 3 of the electronic reporting system, taking into account the newly revised form for data collection, and enhance the user friendliness of the reporting system and its compatibility with other tools available through the clearing-house mechanism.

The expert to be engaged in this project, shall undertake the following, in full consultation with the Secretariat:

1. Revise the electronic reporting system and produce a new version as follows:
 - a. Redesign the architecture of the system to make it compatible with other tools available through the clearing-house mechanism
 - b. Customization and programming of required functionalities
 - c. Incorporate the updated reporting format provided by the Secretariat in English (A first draft of an updated reporting format including the 10 new POPs is attached to these ToRs)
 - d. Enable Parties to revise/update the information already submitted in the past; with log files to keep the record of original information.
 - e. Enable data comparison over the years, wherever possible
 - f. Migrate all submitted reports from previous reporting cycles to the new system
 - g. Enable pre-filled information across reporting cycles, whenever possible, e.g. contact points, status of submission of the national implementation plans, national legislation, etc.; with an option for updating the information.
 - h. Enable uploading/attaching data from excel sheets
 - i. Enable multiple submissions by a party to accommodate a special case. For example China usually submits three reports, one for China main land, one for Macao and one for Hong-Kong
 - j. Enable parties to submit several revisions of the report, following special rules as defined by the Secretariat
 - k. Make any other adjustment to the system based on the feedback received from Parties and instructed by the Secretariat

2. Test use the updated reporting system and further adjust it based on the Secretariat's comments.
3. Incorporate the updated reporting format provided by the Secretariat (in Spanish, French and Russian)
4. Enhance (or install) the analytical tools for the Secretariat to generate analytical output of the national reports.
5. Provide user support, data entry trouble shooting and bug fixes for the database and forms during the testing period and in the first months of its use by the parties
6. Update the users and administrators manuals for the database and the forms, including a video tutorial.
7. Any other tasks as required.

RESULTS TO BE ACHIEVED:

A version 3 of the electronic system of reporting and associated documentation shall be in place.

BUDGET [USD]

<i>Software development</i>	<i>30,000</i>
COP APPROVED BUDGET (SV trust fund)	30,000
