

# CMP Capacity Building Project FAQs

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## PART 1: About the Chemicals Management Plan

**Q:** What is the Chemicals Management Plan?

**A:** The Chemicals Management Plan (CMP), launched on December 8, 2006, is an important initiative in the Government of Canada's ongoing efforts to assess and manage the potential health and environmental risks from chemicals. The launch of the CMP follows the Government of Canada's systematic categorization of the 23,000 substances on Canada's Domestic Substances List (DSL). Categorization, completed in September 2006, represented a priority setting exercise that involved the identification of substances that should be subject to screening assessments and, by extension, management controls if applicable.

**Q:** What are the key goals of the Chemicals Management Plan?

**A:** The key goals of the CMP are:

- to significantly strengthen the regime governing existing substances; to integrate government activities across federal statutes (*Canadian Environmental Protection Act, Hazardous Products Act, Food & Drugs Act, and Pest Control Products Act*);
- to establish Government accountability, including enhanced monitoring, surveillance, research, and risk communications to Canadians; and,
- to strengthen industry's role in proactively identifying and safely managing risks associated with chemicals they produce and use. The government relies on input from multiple sectors including Aboriginal peoples, academia, environment and health non-government organizations (NGOs), industry, labour, and the general public in order to implement the CMP successfully and achieve the overall goal of protecting health and the environment for all Canadians.

## PART 2: About the CMP Capacity Building Project

**Q:** What is the RCEN Capacity Building Project for the Chemicals Management Plan?

**A:** The RCEN Capacity Building Project for the Chemicals Management Plan (CMP-CBP) is a partnership between the Canadian Environmental Network (RCEN) and Environmental Defence (ED). The objective of the project is "to strengthen the capacity of the civil society/non-government organization (NGO) sector in the areas of information gathering and knowledge translation in order to meet the Government of Canada's requirements for timely, evidence-based input to the Chemicals Management Plan (CMP)". To learn more about the project, please visit the [CMP-CBP website](#).

**Q:** What is the relationship between RCEN, ED, Health Canada (HC) and Environment Canada (EC) on this contract?

**A:** HC and EC Departments are both involved in the CMP Challenge Program. HC and RCEN have signed a contract for capacity building around the CMP Challenge Program. RCEN and ED have formed a partnership to ensure that capacity building is possible. ED staff are the technical experts for the RCEN agreement with HC. In other words, RCEN is contracted by HC to provide capacity building, part of which includes getting technical information to disseminate from ED. While it will not always be the case (e.g., in the event of an ED press release), communication arising from ED work pertaining to the capacity building project (e.g., the release of ED Batch analyses) will be circulated by RCEN.

**Q:** What kind of reporting to HC is required within this contract?

**A:** Full quarterly and annual reports (progress and financial) are provided by RCEN to HC containing information on the knowledge translation that takes place within the civil society/NGO sector under this contract, with respect to CMP-related issues, including knowledge translation, dissemination of information, inputs to government and outcome tracking. The reports outline progress achieved, tasks completed, financial

statements and describe work intended for the next period. Reporting will also include all results from the annual evaluation conducted by RCEN and ED – the results from which will also be published in a brief report and available on the [CMP-CBP website](#).

**Q:** What are the deliverables/requirements for RCEN and ED within the contract?

**A:** The deliverables/requirements for ED within the contract are:

- Review and analyze existing evidence on chemical substances listed through CMP processes (e.g. Canada Gazette);
- Make a technical expert (or experts) available to civil society and NGOs and ensure that information is provided in appropriate and accessible language.

The deliverables/requirements for RCEN within the contract are to:

- Build and maintain an electronic inventory of all activities and outcomes;
- Establish mechanisms for disseminating CMP-related information, including opportunities for input on CMP-related issue and ensure that as many NGOs as possible are notified or reminded of these opportunities in a timely way;

**Q:** How long is the contract between HC and RCEN?

**A:** The CMP-CBP contract began November 5, 2007 and will continue until July 21, 2010. However, due to recent delays in the CMP process, this contract will be amended and extended until October 31, 2010 to make up for lost time. Both the government and the RCEN and ED are interested in making sure that the CMP-CBP continues as long as the CMP Challenge Program is running.

### **PART 3: About the CMP National NGO Advisory Committee**

**Q:** What is the NGO Advisory Committee?

**A:** The NGO Advisory Committee (AC) is a multi-stakeholder committee that works in collaboration with the Technical Experts and RCEN staff to establish common priorities and collaborative workplans for civil society activities and responses in relation to the CMP. These priorities and workplans inform the work of the Technical Experts, as well as that of individual NGOs.

**Q:** Who sits on the Advisory Committee?

**A:** The National NGO Advisory Committee to this project includes representatives of key civil society stakeholder groups including environmental, health, labour, aboriginal and other organizations. Advisory Committee members are selected by their respective constituencies to represent the broader interests and concerns of their communities, and to act as a liaison between the project team and their constituency.

**Q:** How often does the Advisory Committee meet?

**A:** The CMP Coordinator meets with the National NGO Advisory Committee and the Technical Experts of ED via regular teleconferences (minimum of 6 per year), supplemented by ongoing email exchanges. These meetings will allow for:

- Sharing of input and feedback among Advisory Committee members from their respective constituencies;
- Ongoing review and updating of the workplan and priorities considering this input;
- Monitoring and evaluation of Technical Expert, RCEN and NGO activities and outcomes;
- Planning for ongoing and upcoming work, including the allocation of available funds to NGOs for engagement according to the workplan and priorities;
- Liaising with government staff as needed.

## **PART 4: About the CMP Batches and civil society responses**

**Q:** Is ED allowed to submit responses to particular chemicals or Batches?

**A:** No. Because ED is on the CMP Capacity Building Project (CMP-CBP) contract with RCEN, they cannot submit a response. Their role is to provide information and recommendations on the substances within the batches so that participating NGOs can respond.

**Q:** What kind of role can ED take with regards to media?

**A:** ED can and will generate media on given chemicals, as well as the CMP process; however, the generation of media on various issues is evaluated on a case-by-case basis in light of their relationship with HC via the RCEN

**Q:** When can we expect to get a batch analysis from Environmental Defence (ED)?

**A:** Technical analysis on any particular batch from the CMP Challenge can be expected approximately 4 weeks after release in the Gazette – leaving 4.5 weeks for NGO responses.

**Q:** Where can I read the technical analyses from Environmental Defence and the NGO submissions on particular Batches of the CMP?

**A:** The RCEN created and maintains a CMP section on its website, with all materials provided in English and French. This Webpage includes:

- A repository of information for use by civil society on health and environmental effects of specified chemical substances, based on the work of the Technical Experts of ED;
- An electronic inventory of all activities and outcomes achieved by this contract, including NGO networking, education and outreach activities, and submissions to Government;
- Learning opportunities and downloadable tools on knowledge based on the work of the Technical Experts, the Advisory Committee and other NGOs;
- Related links and resources, including the Chemicals Portal and Canada Gazette websites.

## **PART 5: About stakeholder outreach and engagement for the CMP**

**Q:** How can I, as a civil society member, get involved with the CMP and the RCEN CMP Capacity Building Project?

**A:** The RCEN CMP Coordinator manages a bilingual National CMP Listserv for NGO/civil society stakeholder groups. This listserv acts as a forum for the sharing of information, opportunities for input and collaboration, and discussion among stakeholders. Items distributed through the listserv include:

- Updates and reminders re: opportunities and timelines for public input on the CMP
- Links to new postings on the RCEN CMP Webpage, the Chemicals Portal website and the Canada Gazette
- Updates on research/analysis being conducted by the Technical Experts and on new information available to NGOs
- Updates from NGOs on their work in relation to CMP
- NGO responses/submissions to government (for review and/or sign-on)
- Reports and other documents for public education/outreach
- Relevant media releases, news articles etc.

**Q:** How much money is available annually for NGO engagement?

**A:** There is a budgeted amount of \$17,000 per year to support NGO capacity to respond to the CMP Challenge.

**Q:** What can the budgeted NGO engagement funds be used for?

**A:** The NGO engagement funds are to be used to support NGO capacity building for the CMP Challenge. This has primarily been used for honorariums for those who are submitting responses to the Government on the CMP Challenge, but can be used in other ways as long as they are justifiably building capacity for the NGO community relating directly to the CMP Challenge.

## **PART 6: About the Government's CMP Stakeholder Advisory Council**

**Q:** What is the mandate of the CMP Stakeholder Advisory Council (SAC)?

**A:** The Council will focus on the program implementation of the CMP. Issues may include risk assessment, risk management, risk communications, monitoring, research, indicators of success, and chemical policy. The focus will be on matters subsequent to the process of categorizing the Domestic Substances List, as well as cross-cutting, integrated activities across the CMP. If necessary, the Council may form sub-groups to address topical issues at the request of the Co-Chairs.

The Council will also receive status reports from the Challenge Advisory Panel, which is a panel of independent experts established to advise the government on the Challenge to industry and other stakeholders (see [www.chemicalsubstanceschimiques.ca](http://www.chemicalsubstanceschimiques.ca) for more information).

**Q:** What are the goals of the Stakeholder Advisory Council?

**A:** The Council is not a decision-making body. There are two goals of the CMP Stakeholder Advisory Council:

- For stakeholders to provide advice and input to Government on the implementation of the CMP.
- To foster dialogue on issues pertaining to the CMP between stakeholders and government, and among different stakeholder groups.

**Q:** Who sits on the Council?

**A:** The Council consists of up to 19 members and will be co-chaired by Director Generals' from Environment Canada and Health Canada. Each sector was asked to select their own nominees, with final selection subject to approval by the Co-Chairs. The final list of members includes individuals who encompass the following areas of expertise:

- Aboriginal participants (3)
- Consumer groups (2)
- Environment NGOs (3)
- Health NGOs (3)
- Industry (6 – including associations, producers, users/retail)
- Labour groups (2)

**Q:** Who chairs the Council meetings?

**A:** The Council will be chaired by Directors General of Environment Canada and Health Canada. Secretariat support will be provided by Health and Environment Canada. The Co-Chairs determine the final meeting agenda, and ensure that members receive all meeting materials as far in advance of the meeting as possible, with a guideline of two weeks.

**Q:** What is the role of the Environment NGOs as members of the Council?

**A:** All members of the CMP Stakeholder Advisory Council are expected to provide advice to the government, and to participate constructively in a process intended to foster dialogue among stakeholders and with government representatives. Members may bring issues to the table using the agenda development process and are expected to provide any related materials as far in advance as possible, using a guideline of two weeks, lead time. All members are responsible for bringing the outcomes of the Council back to their constituencies or members.

**Q:** How long are members appointed to term on the Council?

**A:** The members are appointed for three years; these terms may be extended. In the exceptional event that a member cannot complete the term, either due to resignation or being excused from membership with just cause (for example failure to attend meetings), the Co-Chairs will bear the responsibility of managing these changes. The Co-Chair will consider requests for alternate/back up members (such as due to an anticipated absence) on a case by case basis.

**Q:** How often does the Council meet?

**A:** There will be three face-to-face meetings a year, with the possibility of teleconference discussions and email exchanges as needed. Meetings may be more frequent, at the call of the Co-Chairs. In setting meeting dates, the Secretariat will make every attempt to accommodate the availability of as many members as possible. Meetings will be for members only, although summaries will be posted on the web site. Designated alternate representatives will be accepted, subject to approval by the Co-Chairs.

**Q:** How can I find out about what happens at these meeting?

**A:** All meeting materials will be publicly available and all meeting summaries will be posted on the Chemical Substances web site. Summaries will be developed by the Secretariat, identifying views by sector where appropriate, but without individual name attributions. Members will have an opportunity to review and comment on the draft prior to its circulation.

All meeting summaries of CMP Stakeholder Advisory Council Meetings and a list of Members, including short biographical descriptions of each, will be posted on the web site [www.chemicalsubstanceschimiques.gc.ca](http://www.chemicalsubstanceschimiques.gc.ca).

**Q:** How is the work of the Council evaluated?

**A:** Members will have an opportunity once a year to evaluate the structure, processes, and operations of the Council. In addition, the Secretariat will provide a feedback form at each meeting for members to provide comments.