

ANNOTATED PROVISIONAL AGENDA

Introduction

1. In consultation with the President and members of the Bureau, it was decided that the meeting of the Bureau will be held on 10 and 11 February 2009, at the Crown Plaza Athens City Centre hotel, 50 Mihalakopoulou Ave., Athens, Greece (Tel. +30 210 727-8000, Fax: +30 210 727-8600).
2. The following annotations to the provisional agenda were prepared by the Secretariat to assist the meeting in its deliberations.

Agenda item 1: Opening of the meeting

3. The meeting will be opened at 09:30 hrs on Tuesday 10 February 2009, by the President of the Bureau.

Agenda item 2: Adoption of the Provisional Agenda and organization of work

4. The Provisional Agenda prepared by the Secretariat, was distributed as document UNEP/BUR/68/1.
5. The meeting will review and adopt the Provisional Agenda. Simultaneous interpretation in Arabic, English and French will be available for all sessions.
6. It is expected that the Bureau will tackle all items of the Provisional Agenda during its one and a half day meeting including the adoption of a list of decisions. It is envisaged to close the meeting of the Bureau at mid-day on 11 February 2009. The report of the meeting will be prepared by the Secretariat and distributed to the members of the Bureau for comments and approval through circulation.

Agenda item 3: Progress Report by the Secretariat on activities carried out during the period July – December 2008 and Specific Issues

7. The Coordinator of MAP will present document UNEP/BUR/68/3 "*Progress Report by the Secretariat on activities carried out during the period July – December 2008 and Specific Issues*".
8. The meeting is expected to comment on and take note of the progress report on the implementation of the activities carried out and their achievements. Specific attention is expected to be given by the Bureau on a number of issues including:
 - Implementation of the Governance paper (draft mandates of MAP components and Host Country Agreement template)
 - Main topic for the ministerial segment of the 16th Meeting of the Contracting Parties
 - Organization of the 16th Meeting of the Contracting Parties
 - Calendar of MAP institutional meetings
 - Endorsement of new MCSD members
 - Update on the recruitment of the Deputy Coordinator and the GEF Project Management Unit staff.

9. The meeting is expected to have an exchange of views on these issues and provide the Secretariat with guidance as appropriate and take decisions.

Agenda item 4 **Date and place of the next meeting of the Bureau**

10. The meeting is expected to decide on the date and place of the next meeting of the Bureau.

Agenda item 5 **Any other business**

11. The meeting will consider other issues, which may be raised during the meeting.

Agenda item 6: **Conclusions and decisions**

12. The Secretariat will submit for adoption a set of decisions. The report of the meeting will be circulated to the members of the Bureau at a later stage for adoption.

Agenda item 7: **Closure of the meeting**

13. The meeting will be closed by the President of the Bureau at 13:00 hrs on Wednesday 11 February 2009.

TIMETABLE

Tuesday, 10 February 2009

09.30	1) Opening of the meeting 2) Adoption of the Provisional Agenda and organization of work	President of the Bureau
10.00	3) Progress Report by the Secretariat on activities carried out during the period July – December 2008 Legal issues	MAP Coordinator and Bureau Members
11.00	Coffee break	
11.30	3) Progress Report by the Secretariat Legal Issues (continued)	MAP Coordinator and Bureau Members
13.00	Lunch Break	
15.00	3) Progress Report by the Secretariat (continued) Institutional Arrangement and Coordination Application of the Ecosystem Approach Cooperation and Partnership	MAP Coordinator and Bureau Members
16.30	Coffee break	
17.00	3) Progress Report by the Secretariat (continued) MCSD/MSSD Implementation Information and Communication Financial and Personnel matters	MAP Coordinator and Bureau Members

Wednesday, 11 February 2009

09.30	3) Progress Report by the Secretariat (continued) Components Date and place of the next meeting of the Bureau 4) Any other business	MAP Coordinator and Bureau Members
11.00	Coffee break	
11.30	5) Conclusions and decisions 7) Closure of the Meeting	By the President of the Bureau