



# **United Nations Environment Programme**



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## **MEDITERRANEAN ACTION PLAN**

Fifth Meeting of the Executive Coordination Panel

Tunis, Tunisia, 26-27 February 2009

### **REPORT**

### **FIFTH MEETING OF THE EXECUTIVE COORDINATION PANEL**



## I. Introduction

Following the decision taken by the fourth meeting of the Executive Coordination Panel, its fifth meeting was held on 26-27 February 2009 at the RAC SPA premises in Tunis, Tunisia. The meeting was chaired by the MAP Coordinator and attended by all the Directors of Regional Activity Centres (RAC) as well as MED POL Coordinator, except CP/RAC and INFO/RAC directors. CP/RAC informed in advance that it was not possible to attend this ECP meeting. A list of participants is attached as Annex I to this report.

## II. Agenda items 1 and 2

The MAP Coordinator opened the meeting. The meeting welcomed the participation of the representative of the President of the Bureau, Mr. Jose Buceta, Head of the Marine Environment Protection and Pollution Prevention Division, Directorate General for the Sustainability of the Coast and the Sea of the Ministry of the Environment and Rural and Marine Affairs of Spain, following the decisions taken by Bureau 67 and 68 meetings.

The meeting reviewed and adopted the provisional agenda together with the proposed timetable. The agenda of the meeting is attached as Annex II to this report.

Following the discussion of all agenda items, the meeting concluded on some key considerations for each topic and decided on necessary actions and timetables for their implementation.

## III. Agenda items 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14

### Key considerations, Actions and Timetables

<b>Agenda Item 3: Update of the meeting of the Bureau</b>	
<b>Key considerations</b>	<b><u>Actions and Timetables</u></b>
<p>The meeting generally reviewed the decisions of the Bureau meeting held in Athens on 9-10 February 2009 and identified the necessary steps for their implementation by the Secretariat and MAP components.</p> <p>MEDPOL informed that the meeting of experts for the finalisation of the legally binding measures and timetable for their implementation will be held one day in advance of their Focal Points meeting.</p>	<p>In view of implementing the decisions of the Bureau meeting (Bureau 68), not subject to the agenda of the ECP V meeting</p> <ul style="list-style-type: none"> <li>a) each component to submit to the Secretariat a breakdown of activities for the period 2008-2009 and the related funds per country.</li> <li>b) MED POL to submit to the Coordinator an explanatory paper on the differentiation approach used to develop the legally binding measures and timetables as requested by Article 15 of the revised LBS Protocol.</li> </ul> <p><i>Deadline Mid May 2009</i></p>

<b>Agenda Item 4: Ecosystem Approach</b>	
<p style="text-align: center;"><b>Key considerations</b></p> <p style="text-align: center;"><b><i>The EC/MAP project</i></b></p> <p>The meeting reviewed the project budget and decided to revise it once the funds are available.</p> <p>Blue plan proposed to carry out the study for the estimation of the total economic value of the large marine ecosystems of the Mediterranean instead of the socio economic analysis. The first phase of the study will be of an academic nature while the second one will be more concrete and based on the assessment of the group areas led by MEDPOL and RAC/SPA.</p> <p style="text-align: center;"><b><i>Implementation of the Ecosystem approach</i></b></p> <p>a) <u><i>Recruitment of the international consultant/project manager</i></u></p> <p>With regard to the recruitment of the international consultant in charge of the overall management of the project, the meeting taking into account the comments of UNEP/DEPI, considered the need for :</p> <ol style="list-style-type: none"> <li>1) the revision of the ToRs of such an assignment</li> <li>2) establishment of a short list of experts either :               <ol style="list-style-type: none"> <li>a) <i>going through a process of a call for application, or</i></li> <li>b) <i>seeking proposals from the MAP components on possible experts for such an assignment</i></li> </ol> </li> <li>3) selection by the Secretariat of the best candidate as per UN rules and regulations.</li> </ol> <p>b) <u><i>Assessment of the Areas</i></u></p> <p>The meeting discussed if it would be more appropriate to use an integrated approach with regard to the ToRs for the international and national experts for both components MEDPOL and RAC SPA. After a careful consideration of the specific and diverse situations in which MEDPOL and RAC SPA are, with regard to the level of data already collected or to be collected, it was found that the tasks for the national experts for the</p>	<p style="text-align: center;"><b><u>Actions and Timetables</u></b></p> <p style="text-align: center;"><b><i>The EC/MAP project</i></b></p> <p>Project budget and document is revised, taking into consideration Blue Plan proposal on the estimation of the total economic value of the large marine ecosystems of the Mediterranean.</p> <p><i>Deadline: once the EC project funds are available</i></p> <p style="text-align: center;"><b><i>Implementation of the Ecosystem approach</i></b></p> <p>a) <u><i>Recruitment of the international consultant/project manager</i></u></p> <ol style="list-style-type: none"> <li>1. The Secretariat/Coordinator has the overall responsibility for coordinating the activities to be carried out under the EC/MAP project on the application of the ecosystem approach by MAP.</li> <li>2. MEDPOL/M. Angelidis to circulate the ToRs for the international consultant.</li> </ol> <p><i>Deadline: First week of March 2009</i></p> <ol style="list-style-type: none"> <li>3. MAP components to submit comments on the ToRs.</li> </ol> <p><i>Deadline second week of March 2009</i></p> <ol style="list-style-type: none"> <li>4. MEDPOL/M. Angelidis to finalise the ToRs on the basis of comments and inputs received by different MAP components.</li> <li>5. MAP components to propose suitable candidates for consideration by the Secretariat in view of the final selection of the consultant.</li> </ol> <p><i>Deadline third week of March 2009, at the latest.</i></p> <p>b) <u><i>Assessment of the Group Areas</i></u></p> <ol style="list-style-type: none"> <li>1. The meeting approved the ToRs for the national and international experts as presented in document UNEP(DEPI)/MED ECP.5/3 for both MEDPOL and RAC SPA parts of the assessment.</li> <li>2. Subject to the availability of funds from the project, the necessary actions to be carried out by the concerned components are:</li> </ol>

<p>MEDPOL and RAC/SPA assessment parts are totally different. As such separate ToRs for the national and international experts for the MEDPOL and RAC/SPA assessment parts will better accommodate the situation.</p> <p>The meeting also discussed the proposal about methodology for the estimation of the total economic value of the large marine ecosystems in the Mediterranean.</p> <p>This study will be carried out in two steps:</p> <p>a) Methodology framework for the estimation of the total economic value of the large Mediterranean marine ecosystems and b) Estimation of the economic value of the large Mediterranean marine ecosystems</p> <p>The meeting also discussed an annotated version of the table of content of the assessment jointly prepared by MEDPOL and RAC/SPA.</p> <p>The meeting took note of some concerns raised by some Contracting parties with regard to clusters where countries are grouped for operational reasons and with reference to ecological status and pressures to marine and coastal biodiversity.</p> <p>c) <u>Time frame for the implementation of the Road map</u></p> <p>The meeting discussed and found useful to convene another brain storming meeting involving all MAP components in order to identify the ecological and operational objectives and the corresponding indicators while the target levels should be left for the next stage.</p> <p>The meeting also discussed the time frame for the implementation of the road map proposed by the Secretariat on the activities to be carried until 2012.</p>	<p>a) The first assessment reports and gap analysis led by MED POL and RAC/SPA to be submitted in September 2009 (6 months after the project kick off).</p> <p>b) The methodology and techniques for the estimation of the total economic value of the ecosystems to be submitted by Blue Plan in September 2009. The progress made for its preparation to be followed at the ECP meetings on a continuous basis and in close communication with the concerned components (in particular with SPA/RAC and PAP/RAC).</p> <p>c) The first estimation of the total economic value of the ecosystems to be submitted to the meeting of the Contracting Parties in 2009 for information purposes.</p> <p>d) REMPEC and the other concerned components (CP/RAC) to submit their part on the annotated version of the table of content of the assessment as soon as possible.</p> <p>e) The meeting agreed to continue to work for the time being on the basis of the proposed clusters by the second Governmental designated expert groups.</p> <p>c) <u>Time frame for the implementation of the Road map</u></p> <p>a) Brainstorming meeting involving all MAP components to identify the ecological and operational objectives including corresponding indicators to be held as early as possible</p> <p>b) Other discussions in conjunction with case study: April – October 2009</p> <p>c) ECP decision on draft MAP objectives: November 2009</p> <p>d) Meeting to initiate discussion with national experts to be held in February 2010</p> <p>e) Third Government-designated experts' meeting to be held in May 2010</p> <p>f) Fourth Government-designated experts' meeting to be held in June 2011</p>
<p><b>Agenda item 5: Five-year Strategic Programme of Work of MAP</b></p>	
<p style="text-align: center;"><b>Key considerations</b></p> <p>With regard to the Five-year Strategic Programme of Work of MAP, the meeting embarked on a discussion that tackled two main issues:</p>	<p style="text-align: center;"><b><u>Actions and Timetables</u></b></p> <p>The meeting agreed as follows:</p> <p>1) The Five-year Strategic Programme of Work to contain a cross cutting issue (climate change).</p>

<p>a) the rationale for proposing and identifying horizontal themes which implementation needs contribution and important involvement by all MAP components</p> <p>b) improvement of the presentation by adding other information to the introductory text and the tables, in particular related to the budget and contributions from the MTF from each component respectively</p> <p>c) Preparation of a 5 year and biennial programme of work for each component on the basis of the themes as per the current practice and a template to be jointly agreed.</p> <p>MEDPOL informed the meeting that an MoU is signed with CP RAC in view of ensuring a better cooperation and synergy in their work based on a common approach on tasks repartition and or joint implementation where necessary. Annexes to the MoU describe the activities to be carried out subject to revision during each biennium.</p>	<p>2) The biennial programme of work to contain the other components themes using the current template as well as a new element entitled Mid term prospective. The themes should be grouped as follows:</p> <ul style="list-style-type: none"> <li>• legal, policy, cooperation issues and coordination;</li> <li>• combating pollution from land and sea based sources as well as sustainable consumption and production, and cleaner production;</li> <li>• conservation of biodiversity and sustainable management of natural resources</li> <li>• environment and development (MSSD follow up, thematic issues, ICZM, CAMPs, Information and communication technologies).</li> </ul> <p>3) The table on climate change should have three additional columns in order to present the total cost for each activity for 5 years, the needs for the biennium, the funds available for the biennium from each component as well as the timeframe for the implementation of activities.</p> <p><i>Deadline: MAP components to submit their inputs to BP during the first week of March at the latest.</i></p>
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**Agenda item 6: 13<sup>th</sup> Meeting of the MCS D**

<b>Key considerations</b>	<b><u>Actions and Timetables</u></b>
<p>The Coordinator briefed the meeting on the preparations of the 13<sup>th</sup> meeting of the MCS D to be held in June 2009 in Cairo, Egypt.</p> <p>The provisional agenda was revised following discussions at the fourth ECP meeting.</p> <p>The Blue Plan confirmed that the stocktaking paper is in its consolidated version and will be completed with the information provided by the countries, following the questionnaire sent by the Secretariat. This document will be circulated for comments to all MAP components.</p> <p>The Blue Plan will present another document regarding the indicators on the follow up of the MSSD implementation.</p> <p>With regard to the programme of work, there is a need to better align MCS D thematic issues with the UNCDD agenda. The topic is agriculture, and the Blue Plan will release a book on this issue shortly before the next CDD meeting.</p>	<p>With regard to the contribution of MAP components to the preparation of the MCS D meeting</p> <p>a) BP to submit to the Secretariat by end of May 2009:</p> <ul style="list-style-type: none"> <li>• the final stocktaking paper</li> <li>• indicators on MSSD follow up</li> </ul> <p>b) Components to submit to BP by end of April 2009 their inputs for the preparation of MAP contribution to the implementation of climate change related activities</p> <p>c) Secretariat to prepare a first draft ToRs for MSSD external evaluation process for circulation among MAP Components as soon as possible and subsequently for submission to the MCS D Steering Committee meeting.</p>

<p>The meeting addressed also some general considerations on the need to make an in-depth external evaluation of the MSSD in view of the new institutional and thematic context for the Mediterranean including strategic considerations. ToRs for this assessment should be prepared and discussed first at the Steering Committee of the MCSD.</p> <p>It was highlighted that side events for the MCSD meeting are welcome.</p>	
<p><b>Agenda item 7: Programme of Work and Budget 2010-2011</b></p>	
<p style="text-align: center;"><b>Key considerations</b></p> <p>The meeting embarked on a general discussion on the main issues for the preparation of the programme of work and budget for 2010-2011.</p> <ul style="list-style-type: none"> <li>• Concerns were expressed regarding the level of funding that is not sufficient to implement the programme of work.</li> <li>• There is a clear need to prioritize the activities and a need for a more effective planning. There is no increase in the ordinary contributions to the MTF since 2004.</li> <li>• The Components insisted that they should propose a programme of work and budget with the necessary increase because the cost of activities has substantially increased.</li> <li>• Other alternative funding should be considered, in particular the voluntary contributions from the Contracting Parties. Another opportunity could be the organisation of joint activities with other partners in order to share the cost of some activities.</li> <li>• There is a need to develop a resource mobilisation strategy identifying different funding possibilities.</li> </ul> <p>The meeting pointed out that there is a need at some stage for an increase of the ordinary contributions from the contracting parties; otherwise the whole MAP system will be seriously affected and face important financial constraints. This argument should be clearly pointed out at the meeting of the Contracting Parties showing that the current level of funding cannot cope with the substantial annual increase in the cost of activities and personnel.</p>	<p style="text-align: center;"><b><u>Actions and Timetables</u></b></p> <ol style="list-style-type: none"> <li>1. A resource mobilization paper to be submitted to the MAP Focal Points meeting pointing out different opportunities and alternative sources of funding.</li> <li>2. This resource mobilization paper to highlight the need for an increase in the contributions from the Contracting Parties in the near future.</li> <li>3. Each component to prepare the programme of work on the basis of the same global amount approved during the last biennium. (0 increase globally). Regarding the preparation of the five-years Programme of work, the components to add a section entitled "mid-term prospectives" in their biennial programme of work in order to show how the proposed activities fit in the mid-term prospective and contribute to the achievements of goals and objectives.</li> </ol>

<p>The MTF is the only joint financial mechanism established in the Mediterranean under the auspices of UNEP, therefore increasing its resources is crucial for the work of MAP and the region.</p> <p>The RAC/SPA Director raised the issue of the discrepancy among the salaries of the different categories of the national staff of the Centre. The Coordinator was asked to address this issue on the basis of the RAC.SPA Director proposal to the Bureau in order to make possible the correction of these salaries provided that there is no increase in the total budget for the Centre.</p>	
<p><b>Agenda Item 8: Information and Communication Activities</b></p>	
<p style="text-align: center;"><b>Key considerations</b></p> <p style="text-align: center;"><b><i>Review of MAP Information and communication Strategy</i></b></p> <p>After hearing to the presentation by the MAP Information Officer, the meeting had an exchange of views as follows:</p> <ul style="list-style-type: none"> <li>a) The meeting drew attention on the fact that the elaboration and implementation of such a strategy is somehow related to the role of INFO/RAC that is the RAC established by the Contracting Parties for this purpose, which future role and scope of activities needs to be clarified as soon as possible.</li> <li>b) There is an ambiguity with regard to the word information and a clear distinction should be made in this regard. MAP produces a lot of information, reports, assessment, etc.</li> <li>c) The proposed Information communication strategy paper mainly addresses communication using the on demand approach. There is a need to know the opinion of MAP stakeholders and partners. In this regard, it would be interesting to establish a process of consultation for this purpose with the parties, partners and other actors.</li> </ul>	<p style="text-align: center;"><b><u>Actions and Timetables</u></b></p> <p style="text-align: center;"><b><i>Review of MAP Information Strategy</i></b></p> <p>Each RAC and programme to appoint a contact point to interact with the information office of the Secretariat.</p> <p>The Information officer to revise the draft paper on MAP information communication strategy on the basis of the discussion at this ECP meeting and circulate it for comments to ECP members for their consideration.</p> <p>The paper to also analyze the financial resources for the implementation of the MAP Information communication strategy.</p>



<p>d) MAP needs to project a coherent approach with regard to communication.</p> <p>e) There is a need to establish a close working relationship between the substantive officers at the Coordinating Unit and the RACs with MAP Information Officer with regard to communication activities. There is a need for a better and early planning and coordination with regard to the identification of the promotional activities of the whole MAP system.</p> <p><b><i>Information and Communication activities for the 16th Meeting of the Contracting Parties</i></b></p> <p>The tools used in Almeria meeting were the exhibition, posters and publications as well as side events.</p> <p>The ministerial topic could be also communicated through exhibitions, posters and other tools including media.</p> <p>The ECP addressed this issue at its fourth meeting and agreed to avoid exhibitions and concentrate on the media and side events from the partners, as well as publication of posters from the Secretariat and MAP components.</p> <p>Moroccans authorities should be contacted to know if they are planning activities to promote MAP and the 16<sup>th</sup> Contracting Parties meeting to the public.</p> <p>Communication with media is crucial and it is important to identify a topic that would attract media attention. The SoED reports could be a very good subject for this purpose.</p> <p>The report could be broken into subjects, developed into posters and adapted for a wider audience.</p> <p>However, special attention and efforts should be devoted to the objective of media coverage. Moroccan authorities should be contacted by the Secretariat for this purpose and lines of cooperation established.</p>	<p>The ECP at its first meeting every year to identify the main events and outputs to be communicated during the year as well as the appropriate targeted groups, in consultation and cooperation with the MAP Information Officer.</p> <p><b><i>Information and Communication activities for the 16th Meeting of the Contracting Parties</i></b></p> <p>The contact points network on communication is instrumental in identifying and coordinating Information and Communication activities for 16<sup>th</sup> Meeting of the Contracting Parties</p>
<p align="center"><b>Agenda item 9: Host Country Agreement Template and Mandates of MAP components</b></p>	
<p align="center"><b>Key considerations</b></p> <p>There is a need to make a distinction between two types of situation in which different RACs are with regard to the HCA template:</p>	<p align="center"><b><u>Actions and Timetables</u></b></p> <p>The Secretariat to update the common introduction to the draft mandates on the basis of the Bureau proposals and circulate for comments to ECP members.</p>

<p>a) The RACs for which a signed HCA exists, therefore an amending procedure could be the most appropriate</p> <p>b) The RACs for which there is a need to negotiate a new agreement with the respective host countries.</p>	<p>The HCA template to be updated as soon as possible on the basis of comments received so far for submission to UNEP and then to the host countries for negotiation.</p> <p>The explanatory paper that was submitted to the Bureau 68 meeting on the content of the HCA explaining its rationale to be updated and sent to UNEP together with the draft HCA template.</p> <p>The Secretariat to keep the MAP Components informed on any progress made on this issue.</p>
<p><b>Agenda item 10: Timetable for submission of documents for the Meeting of MAP Focal Points</b></p>	
<p style="text-align: center;"><b>Key considerations</b></p> <p>The meeting discussed the preparation of the joint Focal Points meeting BP/PAP/RAC and INFO/RAC. The Blue Plan indicated that due to the fire in 2008, it didn't yet get the additional funding from other sources.</p> <p>The draft decision on effectiveness indicators will be prepared by the Secretariat on the basis of inputs and comments of the meeting of the RACs Focal Points, including the MED POL Focal Points meeting.</p> <p>The obligation for the submission of the reports on the implementation of MAP legal instruments according to the new reporting format as approved in Almeria is legally binding for 2006-2007 biennium. Any other report by the RAC Focal Points to their Focal Points meeting is welcomed.</p>	<p style="text-align: center;"><b><u>Actions and Timetables</u></b></p> <p>The joint invitation letter for the joint Focal Points meeting to be sent by PAP/RAC, INFO/RAC and BP copied to MEDU and ISPRA.</p> <p>The draft decision related to merging of the functions of Blue Plan and INFO/RAC with the MAP Focal Points to be prepared by the Secretariat on the basis of the final versions of the mandates for both Centres.</p> <p>The meeting agreed on the template and timetable for the submission of the inputs in French and English as proposed by the Secretariat for the preparation of the progress report, programme budget and draft decisions for submission to the MAP Focal Points meeting.</p> <p>Each component to submit its input for the preparation of the progress report according to the template used for the preparation of the progress report for the meetings of the Bureau.</p> <p>Each component to submit their programme of work and budget 2010-2011 according to the last biennium template including a new section entitled "mid-term prospective".</p> <p>The templates for the preparation of the progress report and programme and budget 2010-2011 as well as the timetable for submission of inputs by all MAP components, are given in Annex III to this report.</p>

<b>Agenda item 11: Any other business</b>	
<b>Key considerations</b>	<b><u>Actions and Timetables</u></b>
<p>The work for the preparation of the SoED reports is ongoing and progressing well.</p> <p>BP informed the meeting that they were granted ISO 9001 certification.</p> <p>The meeting addressed the need to clarify any procedure to be followed with the donor and the Secretariat in case the RACs responsible for the implementation of the project are not the signatory institution of the project.</p> <p>The meeting pointed out the due to the tight schedule of the MAP focal points meeting to be held in July 2009, it is not feasible to carry out this time the preliminary consultation with the MAP focal points of the biennial programme of work and budget as requested by the Governance paper, before its finalisation and official dissemination for the meeting.</p>	<p>Secretariat to consult UNEP and clarify the procedures.</p> <p>BP and RAC/SPA to provide details on their projects with the Spanish International Cooperation Agency to the Secretariat for follow up.</p>
<b>Agenda item 12: Next meeting of the ECP</b>	
<b>Key considerations</b>	<b><u>Actions and Timetables</u></b>
	<p>The time and place of the sixth ECP meeting will be announced later.</p>
<b>Agenda item 13: Adoption of the report</b>	
<b>Key considerations</b>	<b><u>Actions and Timetables</u></b>
<p>The meeting agreed on the draft report of the meeting prepared by the Secretariat.</p>	<p>The final report was adopted through electronic communication tools.</p>
<b>Agenda item 14: Closure of the meeting</b>	
	<p>The meeting was closed by the Coordinator on 27 February 2009 at 18:30.</p>



## ANNEX I

## LIST OF PARTICIPANTS

<p><b>UNITED NATIONS ENVIRONMENT PROGRAMME/COORDINATING UNIT FOR THE MEDITERRANEAN ACTION PLAN (UNEP/MAP)</b></p>	<p><b>Mr Paul Mifsud</b> MAP Coordinator Tel.: +30.210.7273101 E-mail: paul.mifsud@unepmap.gr</p> <p><b>Mr Francesco Saverio Civili</b> MED POL Coordinator Tel.: +30. 210. 7273106 E-mail: fscivili@unepmap.gr</p> <p><b>Ms Tatjana Hema</b> Programme Officer Tel.: +30.210.7273115 E-mail: thema@unepmap.gr</p> <p><b>Mr Michael Angelidis</b> MED POL Programme Officer Tel.: +30.210.7273132 E-mail: angelidis@unepmap.gr</p> <p><b>Ms Luisa Colasimone</b> Information Officer Tel.: +30.210.7273148 E-mail: luisa.colasimone@unepmap.gr</p> <p>Coordinating Unit for the Mediterranean Action Plan P. O. Box 18019 48, Vassileos Konstantinou Avenue 116 35 Athens, Greece Fax: +30.210.7253196-7 <a href="http://www.unepmap.org">http://www.unepmap.org</a></p>
<p><b>REGIONAL MARINE POLLUTION EMERGENCY RESPONSE CENTRE FOR THE MEDITERRANEAN SEA (REMPEC)</b></p>	<p><b>Mr Frédéric Hebert</b> Director 'Maritime House' Lascaris Wharf Valletta VLT 1921 Tel.: +356.21.337296-8 Fax: +356.21.339951 E-mail: <a href="mailto:fhebert@rempec.org">fhebert@rempec.org</a>, rempec@rempec.org</p>
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<p><b>REGIONAL ACTIVITY CENTRE FOR THE PRIORITY ACTIONS PROGRAMME (PAP/RAC)</b></p>	<p><b>Mr Ivica Trumbic</b>                  Director                  Priority Actions Programme, Regional Activity Center                  11 Kraj Sv. Ivana                  21000 Split                  Croatia                  Tel.: +385 21 340470                  Fax: +385 21 340490                  E-mail: <a href="mailto:ivica.trumbic@ppa.t-com.hr">ivica.trumbic@ppa.t-com.hr</a></p>
<p><b>REGIONAL ACTIVITY CENTRE FOR SPECIALLY PROTECTED AREAS (SPA/RAC)</b></p>	<p><b>Mr Abderrahmen Gannoun</b>                  Director                  Boulevard du Leader Yasser Arafat                  B.P. 337, 1080 Tunis Cedex                  Tunisia                  Tel.: +216 71 206649 or 216 71 206 851                  Fax: +216 71 206490                  E-mail: <a href="mailto:gannoun.abderrahmen@rac-spa.org">gannoun.abderrahmen@rac-spa.org</a></p>
<p><b>SECRETARIAT OF THE PROGRAMME FOR THE PROTECTION OF COASTAL HISTORIC SITES (100HS)</b></p>	<p><b>Mr Daniel Drocourt</b>                  Coordinator                  Atelier du Patrimoine de la ville de Marseille                  10 ter square Belsunce, 13001 Marseille, France                  Tel.: +33 491 907874                  Fax: +33 491 561461                  E-mail: <a href="mailto:ddrocourt@mairie-marseille.fr">ddrocourt@mairie-marseille.fr</a></p>

## **ANNEX II**

### **AGENDA**

1. Opening of the Meeting
2. Adoption of the Agenda and Organization of Work
3. Update on the Meeting of the Bureau
4. Ecosystem approach activities
5. Five Year Strategic Programme of Work of MAP
6. 13th Meeting of the MCSD
7. Programme of Work and Budget 2010-2011
8. Information and Communication Activities
9. Host Country Agreement Template and Mandates of MAP components
10. Timetable for submission of documents for the Meeting of MAP Focal Points
11. Any other business
12. Next meeting of the ECP
13. Adoption of the report
14. Closure of the meeting





**ANNEX III**

**TEMPLATE AND  
PROPOSED TIME-TABLE FOR THE SUBMISSION  
OF DOCUMENTS FOR MAP FOCAL POINTS MEETING**

**1. Template for the programme of work and budget 2010-2011**

The following template was used to format the Programme Budget for the 2008-2009 biennium.

**Title of the programme or sub-programme**

**Goal of the programme/sub-programme:**

**Objective 1:** (if there are more than one objectives)

**Objective 2:**

**Objective 3:**

**Expected Outputs for each objective:**

Activities needed to deliver the outputs (short description of proposed activities and justification.

**Mid-term prospective:** (please describe how the proposed activities fit within a mid-term prospective)

**Table as presented in the following page**



**2. Proposed time-table for the submission of documents for MAP Focal Points meeting**

List of working and information documents from each component	End of March 2009
Inputs in English and French for the Progress Report	End of April 2009
Inputs for the Programme of work and Budget	Mid May 2009*
Draft decisions and Annexes (if any)	End of April*
Information documents	End of May 2009
Dissemination of documents of the MAP focal points meeting	20 June 2009 at the latest

**Calendar of meetings**

- REMPEC Focal Points meeting: 21-24 April 2009 - Malta
- CP/RAC Focal Points meeting: 4-5 May 2009 (venue to be confirmed at a later stage)
- Joint Focal Points meeting PAP, PB and INFO/RAC: 25-27 May 2009, Zagreb, Croatia
- MED POL Focal Points meeting: 2009, 1-4 June 2009, Kalamata, Greece
- SPA/RAC Focal Points meeting: 3-6 June 2009 – Malta,
- 13<sup>th</sup> Meeting of the MCSD, 22-24 June 2009, Cairo, Egypt,
- Bureau meeting: 8-10 June or 15-19 June 2009 (dates and venue to be confirmed)
- Meeting of MAP Focal Points: Athens, Greece, 7 – 10 July 2009
- 16<sup>th</sup> Meeting of the Contracting Parties: 4-6 November 2009, Marrakech, Morocco.

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\* If the documents are amended during the Focal Points meeting of each respective component, the revised documents should be submitted the day after the meetings are concluded.

### 3. Template for the Progress report for the Bureau meetings

The following template is to be used by all MAP Components for the Progress Report for the Bureau meetings

#### Title of the Component

#### Main Goal/s:

(As described in the Working Programme submitted for the consideration of the MAP focal points meeting held in Madrid, Spain, 2007. Document UNEP (DEPI) MED WG 320/21)

<b>Objective X</b>	<i>As described in the working programme submitted for the consideration of the MAP focal points meeting held in Madrid, Spain, 2007. Document UNEP (DEPI) MED WG320/21</i>
<b>Expected outputs</b>	<i>Summary of objective related outputs described in the working programme. (Decision IG 17/18 of the 15<sup>th</sup> Meeting of the Contracting Parties)</i>
<b>MAP Components and/or other partners involved</b>	<i>List of actors involved and brief description of their role and contribution</i>
<b>Indicators/ achievements</b>	<i>Summary of indicators/achievements as described in working programme 2008-2009. (Decision IG/17/18 of the 15<sup>th</sup> Meeting of the Contracting Parties)</i>
<b>Final Results</b>	<i>Real figures on indicators as described above, if available</i>
<b>Total Budget spent or committed/towards approved budget (in %)</b>	<b><i>Budget calculation should be based on the planned and spent budget for all activities together under each objective</i></b>
<b>Main achievements</b>	
Please describe the main achievements for activities carried out to attain each objective in a text that could be between 1-3 pages.	
<b>Constraints and Lessons learnt</b>	
Please describe any constraints faced and/or lessons learnt during implementation in a text that could be between one paragraph to one page.	