



**UNDP/GEF PROJECT ENTITLED “REDUCING ENVIRONMENTAL STRESS IN THE
YELLOW SEA LARGE MARINE ECOSYSTEM”**

UNDP/GEF/YS/RWG-I.1/2
Date: 30 March 2005
English only

**First Meeting of the Regional Working Group
for the Investment Component**
Yantai, China, 17-20 May 2005

Provisional Annotated Agenda

1. OPENING OF THE MEETING

1.1 Welcome addresses

On behalf of the UNDP/GEF Yellow Sea project, the Project Manager will open the meeting, and welcome all participants. He will briefly introduce the objectives of the meeting.

1.2 Introduction of members

Participants will be invited to introduce themselves, and make a short statement to the Meeting (Document UNDP/GEF/YS/RWG-I.1/inf.2).

2. ORGANISATION OF THE MEETING

2.1 Designation of Officers

Until the Terms of Reference for the RWG-I are finalised, the UN Secretariat Meetings rules will apply. Participants will elect a Chairperson. The PMO will serve as Secretariat to the Meeting.

2.2 Documentation Available to the Meeting

The Chairperson will invite the Secretariat to introduce the Meeting documents (Document UNDP/GEF/YS/RWG-I.1/inf.1).

2.3 Organisation of Work

The Secretariat will introduce this agenda item, referring to Document UNDP/GEF/YS/RWG-I.1/inf.3.

3. ADOPTION OF THE MEETING AGENDA

The Chairperson will introduce the Provisional Agenda (Document UNDP/GEF/YS/RWG-I.1/1) and the Annotated Provisional Agenda (Document UNDP/GEF/YS/RWG-I.1/2).

Participants will be invited to propose any amendments and additional items for consideration, and adopt the agenda.

4. DRAFT TERMS OF REFERENCE FOR THE REGIONAL WORKING GROUP FOR INVESTMENT (RWG-I)

Members will be invited to review the Terms of References prepared during the PDF-B phase, and propose any amendments if necessary (Document UNDP/GEF/YS/RWG-I.1/inf.4).

5. OVERALL PROJECT AND COMPONENT OBJECTIVES

5.1 General description of activities contained in the Project Implementation Plan

The Secretariat will give an overview of the Project, highlighting the Investment Component's activities.

5.2 Reporting responsibilities of the RWG-I

The Secretariat will explain the Project's rules for reporting, and present report templates (Document UNDP/GEF/YS/RWG-I.1/inf.5).

5.3 Required outputs and outcomes from the 1st RWG-I Meeting

The Secretariat will describe the expected output and outcomes of the Meeting (Document UNDP/GEF/YS/RWG-I.1/4), considering the requirements for:

- preparing the Transboundary Diagnostic Analysis (TDA), Strategic Action Programme (SAP), and National Strategic Action Plans (NYSAP);
- data information management;
- public awareness;
- stakeholder involvement;
- capacity building; and
- financial sustainability.

Members will be invited to propose additional outputs and outcomes to fulfil the objectives of the Project and this Meeting.

6. NATIONAL AND REGIONAL CO-ORDINATION MECHANISMS

6.1 National co-ordinating Mechanisms

The Inter-ministry Committee Functions (IMCF), National Working Groups and National Project Co-ordinators (NPC) are important players in producing the

TDA/SAP/NYSAPs. The Secretariat will introduce the TOR for the IMCF (Document UNDP/GEF/YS/RWG-I.1/inf.6) and for the NPC (Document UNDP/GEF/YS/RWG-I.1/inf.7).

Members will be invited to give country presentations on the progress of IMC and NPC development, and their roles in project implementation.

Members will also be asked to review the TORs and make amendments if necessary.

Members will discuss the necessary actions to strengthen the national co-ordination within the participating countries, taking into account the different national conditions.

6.2 Regional Co-operation and Co-ordination

As the investment component supports the other 4 thematic components, it is crucial that the investment component's activities are well-co-ordinated with the other components.

The investment component may have overlapping activities with other national and regional projects that could co-operate with the YSLME.

Participants will be invited to mention these activities, possible sources of co-financing, and methods of co-operation. Participants will also be invited to consider how the activities of the investment component should co-ordinate with other components of the YSLME Project.

Participants will be invited to make recommendations to the RSTP on how the YSLME should co-operate with other project components and national and regional projects.

Members will also be invited to consider the necessary activities to enhance regional co-operation and co-ordination, within the framework of the project and with other relevant organisations and projects.

7. DATA AND INFORMATION MANAGEMENT FOR YLSME

Marine environment data and information existing in the Yellow Sea region are kept in various sources. A critical topic for the project is how to link the existing databases operated by various organisations. The World Data Centre – Oceanography – the Regional Oceanographic Data Center, the national oceanographic data centres, and the regional network for marine environmental data and information exist in the region.

In the meantime, data and information collected by the other RWGs for TDA/SAP preparation need to be maintained in an easy to access and easy to understand format. The Secretariat will inform the Meeting of the available resources under this topic (Document UNDP/GEF/YS/RWG-I.1/5).

The RWG-I will discuss and propose data information management procedures for the Project, in particular, how to work with other data centres and databases, to maximise the benefits to the participating countries.

8. STAKEHOLDER INVOLVEMENT AND PUBLIC AWARENESS AND PARTICIPATION

Public awareness and participation in protecting the Yellow Sea is still lacking across all levels of society. In order to have an effective ways to prepare TDA and SAP/NYSAPs, wider participation of all stakeholders and local communities will be essential for the success. The Secretariat will present a proposal for a public awareness campaign that will include stakeholder involvement (Document UNDP/GEF/YS/RWG-I.1/6).

Members will be invited to discuss and agree on the proposal.

9. FINANCIAL INSTRUMENTS

Financial sustainability of the Project will ensure that the SAP and NYSAPs contribute to the region after the course of the Project.

Members will be invited to discuss long-term investment strategies for SAP/NYSAP implementation.

Member will also be invited to draft a document identifying training needs.

10. REQUIRED COSTED ACTIONS AND WORKPLAN

10.1 Required actions and budget for fulfil Project objectives

The Secretariat will be invited to give a presentation on the proposed regional criteria for calculation of costs to carry out activities (Document UNDP/GEF/YS/RWG-I.1/7). Based on the discussions and agreements from previous agenda items, members will be invited to discuss the required actions for this component.

Members will agree on a list of costed activities to be supported within the framework of the project.

10.2 Workplan for 2005 to 2006

Members will be invited to formulate a workplan for the first two years of the Regional Working Group, with a clear indication of the tasks, responsibilities, and deadlines for completion of the tasks.

11. OTHER BUSINESS

Members will be invited to raise any other issues that need to be considered by this Meeting.

12. DATE AND PLACE FOR NEXT RWG-I MEETING

Members will be invited to offer to host the next RWG-I Meeting.

Members will be asked to agree on the venue for the next Meeting.

13. ADOPTION OF THE MEETING REPORT

The Chairperson and Secretariat will present the draft meeting report (Document UNDP/GEF/YS/RWG-I.1/3).

The draft report will be discussed, amended and approved by the meeting.

14. CLOSURE OF THE MEETING

The Chairperson will call a motion to close the meeting.