

**Annex III-1**

**Annotated Provisional Agenda**

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### **Background leading to this meeting**

The Action Plan for the Protection, Management and Development of the Marine and Coastal Environment of the Northwest Pacific Region (NOWPAP) and three Resolutions were adopted at the First Intergovernmental Meeting (Seoul, 14 September 1994: UNEP (OCA)/NOWPAP/IG.1/5). Resolution 1 identified five areas of priority for implementation of the Action Plan, one of which was NOWPAP/3: Establishment of a collaborative, regional monitoring programme.

Following the decision of the 3<sup>rd</sup> Intergovernmental Meeting, the responsibility for NOWPAP/3 (Regional Monitoring Programme) was jointly shared by the Special Monitoring and Coastal Environmental Assessment Regional Activity Centre (CEARAC) and the Pollution Monitoring Regional Activity Centre (POMRAC) to carry out regional activities.

Following the results of discussions at the First NOWPAP/3 Meeting (Beijing, China, 21-22 May 2001), the 7<sup>th</sup> Intergovernmental Meeting (Vladivostok, 20-22 March 2002) approved the resolution 3 Para.6, "the demarcation of the responsibilities and activities between CEARAC and POMRAC as presented by the secretariat in document UNEP/NOWPAP IG.7/8". Subsequently CEARAC was allocated with the responsibility to implement activities related to Working Group (WG) 3: Harmful Algal Blooms (HAB) including red tide and Working Group (WG) 4: Remote Sensing of Marine and Coastal Environment.

In accordance with the workplan approved by the Resolution 1 of the 7<sup>th</sup> NOWPAP Intergovernmental Meeting (UNEP(DEC)/NOWPAP/IG.7/10 Annex IV), CEARAC held the First CEARAC Focal Points Meeting (Toyama, Japan, 25-28 February 2003), the First Meeting of NOWPAP WG3 (Busan, Korea 28-30 October 2003) and the First Meeting of NOWPAP WG4 (Vladivostok, Russia 1-3 December 2003). The First CEARAC Focal Points Meeting agreed on CEARAC workplan for 2003 and identified main issues to be focused on by WG3 and WG4. The First Meetings of WG3 and WG4 finalized the draft terms of reference for each WG and agreed on long-term plan and work plan for 2004/5 of each WG.

The 8<sup>th</sup> NOWPAP Intergovernmental Meeting (Sanya, China 5-7 November 2003) approved the budget of \$150,000 for 2004/2005 for CEARAC activities. (UNEP/NOWPAP/IG.8/11 Annex I Resolution 1)

**Day1 (March 15, 2004)****Agenda Item 1. Opening of the meeting**

The meeting will be opened at 10:00 am at the Conference Room in Tower 111 (Intec-Meiji Seimei Building), Toyama, Japan, on the 15<sup>th</sup> of March 2004 by the Director of CEARAC, Mr. Hiroyuki Ishitobi. Subsequently, statements by the representative of the Executive Director of UNEP will follow. Representatives of the participating members will be invited to make opening statements if they so wish.

**Agenda Item 2 Organization of the meeting**

- 2.1 The meeting will be invited to elect a Chairperson and a Rapporteur.
- 2.2 Rules of procedure will be established. It is proposed that, for purposes of this meeting, the rules used be those of the Governing Council of UNEP, adjusted as appropriate to suit the nature of the meeting.
- 2.3 It is suggested that the meeting carry out its work in plenary sessions with support of ad hoc working and/or drafting groups which may be established during the meeting if these are deemed necessary. The Secretariat will introduce a suggested programme of work and timetable.
- 2.4 English will be the working language of the meeting. The Secretariat will present a provisional list of documents.

**Agenda Item 3 Adoption of the Agenda**

The Provisional Agenda will be introduced by the Secretariat with the Annotated Provisional Agenda. The meeting will be invited to consider and adopt the agenda.

**Agenda Item 4 Report of the Director, CEARAC on implementation of CEARAC activities in 2002/03**

The Director of CEARAC will report on the implementation of CEARAC activities in 2002/03. The meeting will be invited to hold a general debate after the presentation.

**Agenda Item 5 Report on the Terms of Reference for the Focal Points Meeting of the Special Monitoring and Coastal Environmental Assessment Regional Activity Center (CEARAC) of NOWPAP approved by the Eighth Intergovernmental Meeting**

CEARAC will report the reviewed and adopted Terms of Reference for the Focal Points Meeting of CEARAC (UNEP/NOWPAP IG.8/7/1). It was approved by the Eighth NOWPAP Intergovernmental Meeting (Sanya, China, 5-7 November, 2003 as it was without any changes).

**Agenda Item 6 Potential Partnership between IOC/WESTPAC and NOWPAP**

Dr. Miguel D. Fortes, Head of IOC/WESTPAC will make a presentation about potential partnership between IOC/WESTPAC and NOWPAP in data and information networking and monitoring.

**Agenda Item 7 Review and approval of the Terms of Reference for NOWPAP Working Group 3 (Harmful Algal Blooms)**

The Draft Terms of Reference for NOWPAP Working Group 3 (HAB) (UNEP/NOWPAP/CEARAC/WG3. 1/3) which was finalized by the First Meeting of NOWPAP Working Group 3 (Busan, Korea, 28-30 October, 2003) is submitted by the Secretariat. The Focal Points Meeting will be invited to consider and adopt it.

**Agenda Item 8 Review of NOWPAP Working Group 3 (Harmful Algal Blooms ) workplan**

The NOWPAP Working Group 3 long-term plan which was agreed at the First Meeting of Working Group 3 will be reported. It includes the goals of the Working Group 3 and works to be implemented by the Working Group 3. The Focal Points Meeting will be invited to review the long-term plan. In addition, the detailed workplan for 2004/05 agreed at the First Meeting of Working Group 3 will be reported. The Focal Points Meeting will be invited to review the workplan.

**Day2 (March 16, 2004)**

**Agenda Item 9 Review and approval of the Terms of Reference for NOWPAP Working Group 4 (Remote Sensing)**

The Draft Terms of Reference for NOWPAP Working Group 4 (Remote Sensing) (UNEP/NOWPAP/CEARAC/WG4. 1/3) which was finalized by the First

Meeting of NOWPAP Working Group 4 (Vladivostok, Russian Federation, 1-3 December, 2003) is submitted by the Secretariat. The Focal Points Meeting will be invited to consider and adopt it.

**Agenda Item 10 Review of NOWPAP Working Group 4 (Remote Sensing) workplan**

The NOWPAP Working Group 4 long-term plan, which the First Meeting of Working Group 4 agreed, will be reported. It includes the goals of the Working Group 4 and activities to be implemented by the Working Group 4. The Focal Points Meeting will be invited to review the long-term plan. In addition, the detailed workplan for 2004/05, on which the First Meeting of Working Group 4 agreed, will be reported. The Focal Points Meeting will be invited to review the workplan.

**Agenda Item 11 Review and agreement of CEARAC workplan and budget for 2004/5**

CEARAC will introduce the CEARAC workplan and budget document for 2004/05. The meeting will be invited to discuss the document and agree on the workplan and budget for CEARAC for 2004 and 2005.

**Agenda Item 12 Arrangement for venue of the Third FPM**

The meeting will be invited to discuss the timing for the Third CEARAC Focal Points Meeting to be held in Toyama, Japan and the main topics to be covered at that meeting.

**Day3 (March 17, 2004)**

**Agenda Item 13 Other matters**

The meeting will be invited to raise any other issues relevant to the NOWPAP CEARAC activities.

**Agenda Item 14 Adoption of the report of the meeting**

A draft report of the meeting will be prepared by the Rapporteur and the secretariat for consideration and adoption.

**Agenda Item 15 Closure of the meeting**

The meeting will be closed by the Chairperson.