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ENGLISH



MEDITERRANEAN ACTION PLAN

Meeting of the Bureau of the Contracting Parties to the
Convention for the Protection of the Marine Environment
and the Coastal Region of the Mediterranean and its Protocols

Algiers, Algeria, 26-28 February 2013

PROVISIONAL ANNOTATED AGENDA

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Introduction

1. At the invitation of the Government of Algeria and in consultation with the President and members of the Bureau, it was decided that the meeting of the Bureau will be held in Algiers, Algeria on 26-28 February 2013.
2. The following annotations to the Provisional Agenda were prepared by the Secretariat to assist the meeting in its deliberations.

DAY 1: TUESDAY, 26 FEBRUARY 2013

Agenda item 1: Opening of the meeting (09:30-09:45)

3. The meeting will be opened at 09.30 hrs on Tuesday, 26 February 2013, by the President of the Bureau, S.E.M. Jean-Pierre Thébault. A representative of the host country will also welcome Bureau members.

Agenda item 2: Adoption of the Provisional Agenda and organization of work (09:45-10:00)

4. The Provisional Agenda prepared by the Secretariat, was distributed as document UNEP/BUR/ 76/1.
5. The meeting will review and adopt the Provisional Agenda. Simultaneous interpretation in English and French will be available for all sessions.
6. It is expected that the Bureau will address all items of the Provisional Agenda during its two and a half-day meeting. It is envisaged to close the meeting of the Bureau at 13:00 on 28 February 2013 after adopting its conclusions and recommendations. As agreed, the report of the meeting will be very succinct and will be prepared by the Secretariat and distributed by email to the members of the Bureau for adoption.

Agenda item 3: Discussions on Specific issues (10:00 – 12:30) (Coffee Break: 11:00-11:30)

7. The Executive Secretary and Coordinator of MAP will present document UNEP/BUR/ 76/4 on Specific Issues.
8. The Bureau will be invited to exchange views on the following issues:

3.1. Finance (10:00 – 12:30)

3.1.1. Financial situation and proposals for 2013

9. A financial update including information on income and expenditures until 31 December, as well as a 3-step proposal for 2013 will be presented to the Bureau members for their comments and recommendations.

3.1.2. Draft financial procedures for the Conference of the Parties, its subsidiary bodies and the Secretariat of the Convention for the Protection of the Marine Environment and the Coastal Region of the Mediterranean

10. Following the 75th Bureau meeting and consultations with UNEP headquarters, the financial procedures document, which encompasses rules and regulations that would apply and serve as the basis of Barcelona Convention financial procedures, was prepared. The document will be presented to the Bureau members for their comments and recommendations.

Lunch Break: 12:30 – 14.00

3.2. Governance and organizational issues (14:00 – 17:00) (Coffee Break: 15:30 – 16.00)

3.2.1. Extended Functional review of the United Nations Environment Programme / Mediterranean Action Plan (UNEP/MAP) System

11. The Extended Functional Review of UNEP/MAP system was based on Operational Paragraph 10 of decision IG.20/13 on Governance adopted by the Contracting Parties to the Barcelona Convention at its 17th meeting in Paris, as well as the guidance received by the Bureau in their meeting held in July 2012 (Paris, France). The Executive Secretary and the Coordinator of UNEP/MAP will introduce the item and the company who conducted the review (Dalberg experts Ms. Johannah Bernstein and Mr. Wijnand deWit) will inform the Bureau members about the outcomes of the Review. The members of the Mediterranean Contact Group, which supported the Review process, Mr. David Johnson and a representative of UNEP will also be present during the discussions.
12. Bureau members are expected to provide their views and recommendations as appropriate.

(TBC) Evening Event – Kind invitation by Algerian Government to a dinner (19:30 – 21:00)

DAY 2: WEDNESDAY, 27 FEBRUARY 2013

Agenda item 3: Discussions on Specific issues (continues) (09:30–12:30)

(Coffee Break: 11:00-11:30)

3.2.2. Service Agreement between the Bureau of the Contracting Parties and UNEP concerning Secretariat Services to and support of the Convention for the protection of the marine environment and the coastal region of the Mediterranean (09:30–10:30)

13. Following the request of the 17th meeting of the COP (February 2012, Paris) the Secretariat had developed a first draft of the Memorandum of Understanding (MOU) based on the model that was used by CITES and CBD. Further to preliminary Bureau discussions at their meeting in July 2012 (Paris, France), the UNEP Headquarters provided the attached amended Memorandum of Understanding between the Barcelona Convention and UNEP. It will be presented to the Bureau members for their comments and recommendations.

3.3. Programming 2014 – 2015: priorities, indicative planning figure and process (10:30-12:30)

14. The Executive Secretary and Coordinator of UNEP/MAP will present the proposal on the priorities and process of 2014 – 2015 Programming, as well as the Secretariat's considerations regarding the next Strategic Programming exercise.
15. The Bureau will be invited to provide its views and considerations regarding the basis and scope for the forthcoming MAP Programme of Work and Budget.

Lunch break: 12:30-14:00 hrs

Agenda item 4: Progress Report by the Secretariat on activities carried out during the period July 2012 – December 2012 (14:00 – 16:30)

16. The Executive Secretary and Coordinator of UNEP/MAP will present document UNEP/BUR/76/3 "Progress Report by the Secretariat on activities carried out during the period July 2012 – December 2012".
17. Bureau members are expected to comment on and take note of the progress achieved on the implementation of the activities carried out and advise the Secretariat as they may deem useful.

Agenda item 5: Any other business (16:30 – 17:00)

18. The Bureau will consider other issues which may be raised during the meeting. At the time of formulating the annotated agenda, the Secretariat has not any issue to propose for discussion under this agenda item.

DAY 3: THURSDAY, 28 FEBRUARY 2013

Agenda item 6: Conclusions and decisions (10:00 – 13:00)

19. The Secretariat will submit for adoption a set of conclusions and recommendations.

Agenda item 8: Closure of the meeting

20. The meeting is expected to be closed by the President of the Bureau at 13:00 hrs on Thursday 28 February 2013.

The report of the meeting will be circulated to the members of the Bureau by email at a later stage for adoption.

TIMETABLE

Tuesday, 26 February 2013			
09:30 – 10:00	1. Opening of the meeting 2. Adoption of the Provisional Agenda and organization of work	President of the Bureau	Working Document/s UNEP/BUR/76/1 & UNEP/BUR/76/2
10:00–12:30	3. Report by the Secretariat on Specific Issues 3.1 Finance: 3.1.1 Financial situation and proposals for 2013; 3.1.2. Draft Financial procedures for the Conference of the Parties, its subsidiary bodies and the Secretariat of the Convention for the Protection of the Marine Environment and the Coastal Region of the Mediterranean	Coordinator of MAP	Working Document/s UNEP/BUR/76/4
14:00 – 17:00	3.2. Governance and organizational issues: 3.2.1. Extended Functional review of the United Nations Environment Programme / Mediterranean Action Plan (UNEP/MAP) System;	Coordinator of MAP Dalberg experts Mediterranean Contact Group	Working Document/s UNEP/BUR/76/4 Information Document UNEP/BUR/76/Inf.4
Wednesday, 27 February 2013			
09:30 – 10:30	3.2.2. Service Agreement between the Bureau of the Contracting Parties and UNEP concerning Secretariat Services to and support of the Convention for the protection of the marine environment and the coastal region of the Mediterranean	Coordinator of MAP	Working Document/s UNEP/BUR/76/4
11:00 – 12:30	3.3. Programming 2014-2015: priorities, indicative planning figure and process	Coordinator of MAP	Working Document/s UNEP/BUR/76/4
14:00 – 16:30	4. Progress report	Coordinator of MAP	Working Document/s UNEP/BUR/76/3
16:30 – 17:00	5. Any other business	Coordinator of MAP	
Thursday, 28 February 2013			
10:00 - 13:00	6. Conclusions and decisions	President of the Bureau and Secretariat	Draft conclusions and recommendations (in session)
13:00	Closure of the Meeting	President of the Bureau	