

ANNOTATED PROVISIONAL AGENDA

Introduction

1. Following the recommendations of the 14th Meeting of the Contracting Parties held in Portoroz in November 2005, the Secretariat has prepared a proposal on a new reporting format of MAP on the basis of the criteria agreed by the Parties. It was decided that the new reporting format should be prepared by the Secretariat in close consultation with the CPs and regional and international competent organizations. Since the CP meeting in Portoroz, the Secretariat, in close cooperation with all MAP components, has developed a new reporting format. In order to review the approach and the proposed new format, the Secretariat will convene a meeting with experts on reporting. The meeting will be held at the Club Hotel Loutraki (48 Posidonos Street, 20300 Loutraki, Greece; Tel: +30-27440-60300; Fax: +30-27440-60400).
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 Thursday, 7 December 2006, by the MAP Coordinator.
4. It is expected that the participants will tackle all items of the Provisional Agenda during the two-day meeting. It is envisaged to close the meeting at 18:00 hrs on 8 December 2006. The recommendations of the meeting will be prepared by the Secretariat and will be submitted for adoption at the end of the meeting. The report of the meeting will be circulated to participants for adoption at a later stage.

Agenda item 2: Election of Officers, Adoption of the Provisional Agenda and Organization of Work

5. In accordance with Rule 20 of the "Rules of Procedures of the Barcelona Convention", the Meeting will elect a Chairperson, one vice-Chairperson and a Rapporteur.
6. The Provisional Agenda prepared by the Secretariat, was distributed as document UNEP(DEPI)/MED WG.301/1 and annotated in the present document.
7. The meeting will review and adopt the Provisional Agenda. Simultaneous interpretation in English and French will be available for all sessions.

Agenda item 3: New Reporting Format on the Barcelona Convention and its Protocols – Approach Paper

8. The Secretariat will introduce document UNEP(DEPI)/MED WG.301/3.
9. The meeting is expected to comment on the content of the above document, and decide accordingly.

Agenda item 4: Review of the proposed new reporting format

10. The Secretariat will introduce documents UNEP(DEPI)/MED WG.301/4, UNEP(DEPI)/MED WG.301/5, and UNEP(DEPI)/MED WG.301/6, related to this agenda item.
11. The meeting is expected to review the proposed new reporting format and undertake an exchange of views providing the Secretariat with inputs and recommendations, with a view of further elaboration and improvement of the format, where appropriate.

Agenda item 5: Briefing on the on-going 2004-2005 reporting exercise

12. The Secretariat will briefly present the development of this exercise. The meeting is expected to provide any related information.

Agenda item 6: Discussion and next steps

13. The meeting will discuss proposals on the next steps to be taken for the improvement of the reporting format taking into consideration the practice followed by other organizations and conventions.

Agenda item 7: Adoption of the recommendations

14. The Secretariat will submit for adoption a set of recommendations. The report of the meeting is expected to be adopted by circulation at a later phase.

Agenda item 8: Any other business

15. The meeting may discuss any issue that might be raised.

Agenda item 9: Closure of the meeting

16. The meeting is expected to be closed at 18.00 hrs on Friday, 8 December 2006.

TIMETABLE

Thursday, 7 December 2006

09:00	Registration	
09:30	Agenda items 1,2,3 Opening of the Meeting	Secretariat
	Election of Officers, Adoption of the Provisional Agenda and Organization of Work	
	Approach paper	Secretariat
11.00	Coffee break	
11.30	Agenda item 3 Continuation of work	Secretariat
	Discussions	Participants
13.00	Lunch Break	
15.00	Agenda item 4 Review of the proposed new reporting format	Secretariat Consultants
16.30	Coffee break	
17.00	Agenda item 4 Continuation of Work	Participants
	Discussions	
18.00	End of the first day	

Friday, 8 December 2006

09.30	Agenda item 4 Continuation of Work Discussions	Secretariat, Consultants
	Agenda item 5 Briefing on the on-going 2004-2005 reporting exercise	
11.30	Coffee break	
12.00	Agenda item 6 Discussions and next steps	Secretariat, Consultants Participants

13.00 **Lunch Break**

15.00 **Agenda item 6**
Continuation of work

Discussions

Agenda item 7

Adoption of the recommendations
16.30 **Coffee break**

17.00 **Agenda items 8, 9**

Secretariat

Any other business, Closure of the meeting