



UNITED
NATIONS

EP

UNEP/MED WG. 579/1/Rev1



**Mediterranean
Action Plan**
Barcelona
Convention

21 December 2023
Original: English

First Steering Committee of the SEMPA project
Athens, Greece, 7 February 2024

Agenda Item 2: Organizational Matters

Provisional Agenda

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Provisional Agenda

- Agenda Item 1:** Opening of the 1st SEMPA Steering Committee
- Agenda Item 2:** Organizational Matters and Adoption of the Agenda
- Agenda Item 3:** SEMPA Project: Objectives, Annual Work Plan, Budget and progress
- Agenda Item 4:** SEMPA Project: Communication Strategy
- Agenda Item 5:** Synergies with other initiatives and projects
- Agenda Item 6:** Any Other Business
- Agenda Item 7:** Conclusions and Recommendations
- Agenda Item 8:** Closure of the Meeting

Provisional Annotated Agenda

Introduction

1. In accordance with the Bolstering Mediterranean biodiversity and Marine and Coastal Protected Areas for nature (SEMPA Project) description of the action, financed by DG NEAR, the UNEP/MAP is organizing the 1st Steering Committee of the EU funded SEMPA Project, on 7 February 2024, in Athens, Greece.
2. The main objectives of the Meeting are to:
 - (i) Take stock of the actions taken during the first six months of the project
 - (ii) To present the annual project workplan the project budget and communication plan
 - (iii) To provide recommendations on the way forward.
3. 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 1st SEMPA Steering Committee

4. The Meeting will be opened at 14:30 on 7 February September 2024 by Ms. Tatjana Hema, Coordinator, UNEP/MAP-Barcelona Convention and Mr. Frederic Fourtune, EC Task Officer.

Agenda Item 2: Organizational Matters

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2.1. *Project Steering Committee Mandate*

5. The mandate of the project Steering Committee will be presented to the members of the Steering Committee

2.3. *Adoption of the Provisional Agenda*

6. The proposed agenda appearing in document UNEP/MED WG.579/1/ and annotated in the present document will be reviewed and proposed for adoption by the Meeting, including the proposed timetable contained in the present document.

2.4. *Organization of Work*

7. The discussions will be held in plenary sessions, subject to decision by the Meeting during the adoption of the provisional agenda.
8. Simultaneous interpretation in English and French will be provided during the Meeting. Working Documents will be in English and French.
9. One session is scheduled from 14:30-17:30. It is expected that the Meeting will address all items of the Agenda. It is envisaged to close the Meeting at 17:30 on 7 February 2024, after adopting its Conclusions and Recommendations.

Agenda Item 3: SEMPA Project: Objectives, Annual Work Plan, Budget and progress

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10. Under this agenda item, the Secretariat will update the meeting on the progress achieved in the implementation of the SEMPA project since its start on 23/08/2023.

11. The Project Management Unit (PMU) will present the results obtained regarding programmatic aspects (WG.579/2), financial and planning (WG.579/3) and monitoring process prepared and implemented (WG.579/4).

12. The Meeting is expected to review and to approve the main elements implemented and planned, in line with the project's objectives and approved Project Document and provide recommendations to the Secretariat on the way forward.

Agenda Item 4: SEMPA Project: Communication Strategy

Working Documents	UNEP/MED WG.579/5
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13. Under this agenda item, the Secretariat will present the document "Communication and Visibility Plan" (UNEP/MED WG.579/5) of the SEMPA project, providing the key elements foreseen regarding project communication, targeted audiences, and related indicators.

14. The Meeting is expected to review and to approve the project communication strategy and provide recommendations to the Secretariat on the way forward.

Agenda Item 5: Synergies with other initiatives and projects

15. The Secretariat will present the identified and foreseen synergies between the EU funded project and others initiatives and projects, including the newly approved EU funded EcAp MED PLUS and ML MED PLUS.

16. The Meeting is expected to review the initiative and project identified by the Secretariat, and provide recommendations to the Secretariat on the way forward.

Agenda Item 6: Any Other Business

17. Under this Agenda Item, the Meeting will be invited to raise and discuss other matters that may require attention, as agreed during the adoption of the agenda.

Agenda Item 7: Conclusions and Recommendations

Working Documents	UNEP/MED WG.579/2 UNEP/MED WG.579/3 UNEP/MED WG.579/4 UNEP/MED WG.579/5
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18. The Meeting will review and adopt the draft conclusions and recommendations that will result from the discussions, as prepared by the Secretariat.

Agenda Item 9: Closure of the Meeting

19. The meeting is expected to be closed on Wednesday, 7 February 2024, at 17:30.

PROPOSED TIMETABLE

Wednesday, 7 February 2024		
Time	Agenda Item	Documents
14:15 – 14:30	Registration	
14:30 – 14:45	Agenda item 1: Opening of the Meeting	
	Agenda item 2: Organizational Matters	UNEP/MED WG.579/1/Rev.1
14:45 – 16:00	Agenda item 3: SEMPA Project: Objectives, Annual Work Plan, Budget and progress	UNEP/MED WG.579/2 UNEP/MED WG.579/3 UNEP/MED WG.579/4
16:00 - 16:20	<i>Coffee Break</i>	
16:20 – 16:40	Agenda Item 4: SEMPA Project: Communication Strategy	UNEP/MED WG.579/5
16:40 – 17:00	Agenda Item 5: Synergies with other initiatives and projects	
17:00 – 17:10	Agenda Item 6: Any Other Business	
17:10 – 17:20	Agenda item 7: Conclusions and Recommendations	UNEP/MED WG.579/2 UNEP/MED WG.579/3 UNEP/MED WG.579/4 UNEP/MED WG.579/5
17:20 - 17:30	Agenda item 8: Closure of the Meeting	