

NOWPAP DINRAC

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UNEP

Report of 2nd NOWPAP DINRAC Focal Points Meeting

DINRAC, Sanya

29 October – 1 November 2003

THE SECOND NOWPAP DINRAC FOCAL POINTS MEETING

(DINRAC, Sanya, 29 October -1 November, 2003)

REPORT OF THE MEETING

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REPORT OF THE MEETING

Background

1. 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 (IGM) in Seoul, on 14 September 1994. Resolution 1 identified five areas of priority for implementation of the Action Plan, one of which was NOWPAP/1: Establishment of a Comprehensive Database and Information Management System.
2. The Second Intergovernmental Meeting held in Tokyo, Japan (20 November 1996) adopted the Program Document describing the implementation of NOWPAP projects. Regarding NOWPAP/3, Intergovernmental Oceanographic Commission (IOC) of UNESCO was designated as the implementing agency to prepare the proposal for the second phase for the implementation.
3. The Fourth Intergovernmental Meeting held in Beijing, China (6-7 April 1999) adopted the proposal for the second phase of the implementation for NOWPAP. Resolution 1 adopted at this meeting requested the members to designate necessary members for participation in the NOWPAP/1 Coordinating Working Group.
4. The First Meeting of the Coordinating Working Group for the Establishment of a Comprehensive Database and Information System (NOWPAP/1) was held in Beijing (23-25 May 2001).
5. The Seventh Intergovernmental Meeting on NOWPAP held in Vladivostok, Russian Federation (20-22 March 2002) approved the recommendations of UNEP that a network of Focal Points (FPs) for DINRAC has to be established by re-arranging the title, organization and the responsibilities of the existing Coordinating Working Group (CWG) in order to improve the implementation of NOWPAP/1. The Seventh Intergovernmental Meeting also requested NOWPAP National Focal Points to nominate the DINRAC Focal Points for their respective countries.
6. Following these activities, the First NOWPAP DINRAC Focal Points Meeting (FPM) was held in Shanghai, China (25-28 November 2002) with representatives from the four NOWPAP Members: Japan, People's Republic of China, Republic of Korea and Russian Federation (hereinafter referred to as Japan, China, Korea and Russia, respectively). The meeting presented the NOWPAP DINRAC Report of activities 2001-2002 and reviewed the progress made by DINRAC for specific tasks agreed at the First CWG meeting and also approved the activities and budget for NOWPAP DINRAC for 2002-2003 (UNEP/ NOWPAP/ DINRAC/ FPM1/13 ANNEX 3).

7. The Second NOWPAP DINRAC Focal Points Meeting was held from 29 October-1 November 2003, in Sanya, China. Representatives from NOWPAP Members, from the United Nations Environment Program (UNEP), an observer attended the meeting. The staffs from DINRAC also attended the meeting. A full list of participants is attached as Annex 2 to the present report.

Agenda item 1: Opening of the meeting

8. The meeting was opened at 9:00, October 29, 2003, in Sanya, People' s Republic of China by Mr. Wang Jianguo, Director of DINRAC. Mr. Wang Jianguo expressed his welcome to all the participants and announced the opening of the meeting. He stressed the importance of the Second NOWPAP DINRAC Focal Points Meeting before the Eighth IGM on NOWPAP. He pointed out three major tasks of the meeting: Approval of the Workplan and Budget for the Biennium of 2004/2005; Summary of DINRAC Activities in 2002/2003; Discussion on "*General NOWPAP Policy on Data and Information Sharing*" and "*Principles and Guidelines for NOWPAP Meta-database Management System*" drafted by Dr. Toru Suzuki, a consultant hired by DINRAC. Then he thanked UNEP for their kind supports, hoping that meeting will be fruitful and successful.

9. On behalf of Dr. Klaus Töpfer, Executive Director of UNEP and Dr. Ellik Adler, Interim Coordinator of NOWPAP, Ms. Hanneke van Lavieren, Programme Officer, Regional Seas Unit, Division of Environmental Policy Implementation, UNEP, expressed her greetings to the participants of the meeting. She emphasized the UNEP Governing Council at its 22nd session in 2003, which called for UNEP continue to support the activities of the RACs through guidance and advice. She also pointed out that DINRAC played an important role in the collection and management of marine and coastal environmental data and information which was fundamental for scientific and management activities and regional exchange and sharing of data and information. She expressed her confidence in the dynamic, productive and efficient contributions DINRAC would make to the success of NOWPAP.

Agenda item 2: Organization of the meeting

Agenda item 2.1: Election of the officers (Chairman, Rapporteur)

10. Following the proposal by Director of DINRAC, the meeting unanimously elected Mr. Taisei Morishita, the representative of Japan DINRAC Focal Points, as the Chairman, and Dr. Nikolay A. Rykov, the representative of Russian DINRAC Focal Points, as the Rapporteur.

11. The meeting agreed to apply the rules of procedures of the Governing Council of UNEP for the meeting.

Agenda item 2.2: Adoption of the agenda

12. The meeting adopted the Agenda (ANNEX 1) as introduced by the representative of UNEP with changing orders of agenda item 3, agenda item 4, agenda item 5, agenda item 6 and agenda item 7.

Agenda item 3: NOWPAP DINRAC Report of the Activities 2002/2003

13. Director of DINRAC reported on the progress made during inter-sessional period after the First NOWPAP DINRAC Focal Points Meeting from October 2002 to November 2003(UNEP/NOWPAP/DINRAC/FPM2/6). The report included the responsibilities of DINRAC, organization and staff, outputs and expenditures. He stated that the DINRAC would publish No.2 newsletter, the report of the Second NOWPAP DINRAC Focal Points Meeting and the National Reports of four members after the meeting.

14. Director of DINRAC also presented the current situation on the expenditure of the budget of DINRAC for the 2002/2003 Biennium for the DINRAC activities (UNEP /NOWPAP /DINRAC /FPM2/7).

15. UNEP representative expressed her appreciation and congratulations to DINRAC on the hard work and great progress that it had made since the First NOWPAP DINRAC Focal Points Meeting. Then she mentioned that representatives should make a clear distinction between the responsibilities and outputs of the Experts Meeting (technical) and Focal Points Meeting (strategic). These meetings function on different levels and should have different outputs even though these meetings have been combined during this meeting.

Agenda item 4: Report and Review on Activity D and Activity E

16. Director of DINRAC introduced the process of Activity D and Activity E and he emphasized practicability of the meta-database and the importance of policy documents to the data sharing of DINRAC, CEARAC, POMRAC and MERRAC. He also gave a brief introduction of procedure to implement these activities. He mentioned that the drafted policy document had been revised with the comments from experts. He hoped that the policy document would be the vital guideline for practice and actions of DINRAC step by step in the future and sincerely invited comments of representatives of the meeting.

Agenda item 4.1: Introduction of the General NOWPAP Policy on Data and Information Sharing and Guidelines (Activity D) (Draft)

17. Dr. Toru Suzuki distributed the new revised policy document to all the participants and made a brief introduction of the General NOWPAP Policy on Data and Information Sharing. This policy document is mainly based on the IOC Oceanographic Data Exchange Policy (IOC-XXII/3 prov, Twenty-second Session of the Assembly, Paris, 24 June-4 July 2003) with some modifications. He indicated that after the meeting he would ask the Focal Points for their comments to the draft document and revise the document accordingly.

18. Dr. Igor Rostov from Russia asked about the role of the International Oceanographic Data and Information Exchange (IODE) and the World Data Center (WDC) in the NOWPAP policy as these are global level activities and the NOWPAP is regional. He asked the meeting how to deal with the issue of different levels of information and data.

19. The representative of UNEP asked the meeting to make clear if the document on data and information sharing should cover only the policy or the policy and the guidelines on data and information sharing. This issue was left for discussion during the next day.

Agenda item 4.2: Introduction of the establishment of Principles and Guidelines for NOWPAP Meta-database Management System (Activity E) (Draft)

20. Dr. Toru Suzuki introduced the draft document on Principles and Guidelines for NOWPAP Meta-database Management System (UNEP/NOWPAP/DINRAC/FPM2/9) and explained its contents. He stressed the importance of the definitions of terms for NOWPAP Meta-database Management System.

21. Dr. Jeong Hee-Dong, the Focal Point of Korea mentioned the importance of inviting the National Oceanographic Data Center in China.

22. The detailed discussion was suggested to be held in the afternoon-session of Oct 30th, 2003 by the Chairman.

Agenda item 4.3: Report on the status of data and information management systems in Japan

23. Dr. Toru Suzuki, the Focal Point of Japan, presented to the meeting the report on the status of data and information management systems in Japan.

Agenda item 4.4: Report on the status of data and information management systems in China

24. Dr. Pei Xiangbin, the Focal Point of China, presented to the meeting the report on the status of data and information management systems in China. The presentation included an overview of the different institutions in China, the status of information networks and an overview of different databases and models available in China.

Agenda item 4.5: Report on the status of data and information management systems in Korea

25. Dr. Jeong Hee-Dong, the Focal Point of Korea, presented to the meeting the report on the status of data and information management systems in Korea, including a list of institutions and a brief of national activities on data and information collection, sharing and management.

Agenda item 4.6: Report on the status of data and information management systems in Russia

26. Dr. Igor Rostov, the Focal Point of Russia, presented to the meeting the report on the status of data and information management systems in Russia. The report included activities in data and information at the national and regional levels and listed the available information resources and examples of information products.

27. The representative of UNEP suggested that the DINRAC should make sure that the reports would have the same level of detail, for consistency and harmonization and also mentioned the importance of clearly identifying the target group for the final report.

28. Director of DINRAC noted that there were still a lot of differences in the structures of the national reports and asked the Focal Points to use the Outline prepared by DINRAC (UNEP/NOWPAP/DINRAC/FPM2/10 ANNEX I). He further requested that the final national reports of four members should be submitted before November 15, 2003 and be published by DINRAC before the end of 2003.

29. Dr. Igor Rostov suggested that DINRAC would hire an editor in order to finalize the publication. Director of DINRAC agreed with the suggestion.

30. The Chairman suggested using the remaining time for participants to read and consider the revised data and information sharing and meta-database documents for the sake of the further discussion.

Agenda item 5: Review of the progress made by DINRAC for each of the initial tasks agreed after the First NOWPAP DINRAC Focal Points Meeting

31. The meeting reviewed the progress made in each of the activities agreed upon by the First DINRAC Focal Points Meeting and identified necessary continuous work and follow-up activities.

Agenda item 5.1: Introduction of completion of national reports on data and information network (Activity A)

32. Prof. Zhu Yudong, a staff of DINRAC reported on the process of Activity A: Harmonization and Completion of National Reports on Data and Information Networks (UNEP/NOWPAP/DINRAC/FPM2/10) to the meeting. He presented the process of preparation of the Outline and the MoUs with the countries.

33. Representative of Japan asked if this was the first in a series of reports. A discussion followed about the necessary frequency of updating the reports. Dr. Pei Xiangbin suggested that in order to make the reporting useful and practical every year, the topics of the presentations could be changed.

34. Director of DINRAC added that the national reports were not annual reports and it was unnecessary to publish national reports for revision every year. The frequency of updating national report on coastal and marine environmental data and information network should be discussed at the Third NOWPAP DINRAC Focal Points Meeting with consideration of the actual situation and interests of each member.

35. The representative of UNEP mentioned that there should be a clear distinction between the actual published national report and the yearly reporting at the FPMs and suggested that this meeting should make a clear decision on what the countries should report at the FPMs.

36. It was suggested that the printing national reports should be published every 3 or 5 years. Every country should decide for themselves what is new and useful to report on at the annual FPM.

37. It was decided that the updates of the national reports and new developments should be made available through the website and/or the newsletter.

38. The meeting unanimously agreed that the deadline for submission of final national reports was delayed to the end of November, 2003 and stressed that the national reports would be published before the end of 2003 by DINRAC.

Agenda item 5.2: Introduction of finalization of NOWPAP institutions and experts database (Activity C)

39. Prof. Zhu Yudong, a staff of DINRAC, reported on the progress of the Activity C: Finalization of Institutions and Experts Database (UNEP/NOWPAP/DINRAC/FPM2/11) to the meeting. He expressed his appreciation to Russian Focal Point for sending the completed questionnaires for NowpapExpert and NowpapInstitution to DINRAC at the end of October 2003.

40. The Focal Point of Japan submitted the answers for questionnaires for NowpapExpert and NowpapInstitution to DINRAC at the meeting in CD-ROM. The Focal Points of China and Korea would submit the filled questionnaires to DINRAC before the end of November 2003.

Agenda item 5.3: Introduction of the update, maintenance and enrichment of DINRAC Website (Activity B)

41. Ms. An Tong, a staff of DINRAC made a report on the progress of Activity B: Update, Maintenance and Enrichment of DINRAC website (UNEP/NOWPAP/DINRAC/FPM2/12) to the meeting. She explained the background, change of Homepage URL and Webmaster email, update of layout, update/new columns, contents and functions of DINRAC Website. This activity has been completed. She particularly informed the meeting of the change in URL to

dinrac.nowpap.org to harmonize the NOWPAP URLs.

Agenda item 6: Review of the general NOWPAP Policy on data and information sharing (Activity D) (draft) and the establishment of principles and guidelines for NOWPAP meta-database management system (Activity E) (draft)

Agenda item 6.1: Review of the general NOWPAP Policy on data and information sharing (Activity D)(draft)

42. There were comments on the structure, substance, order, and content of the document. After a long and extensive discussion, the Focal Points, Director of DINRAC, Chairman and the representative of UNEP held a side meeting and made decisions on the policy document discussion.

43. Based on the comments of the side meeting, Dr. Toru Suzuki presented his workplan on how to proceed with the NOWPAP Data and Information Sharing Policy and Guidelines. Dr. Toru Suzuki would request for comments from DINRAC FPs and Directors of other RACs after the meeting, and revise the draft policy by the end of December of 2003, then submit the final policy document by the end of January of 2004 after the confirmation by the DINRAC FPs and the approval of Directors of other RACs.

44. The representative of UNEP announced four decisions unanimously made by the side meeting: 1) Taking account of the fact that both documents are still in the draft stage, the documents will not be presented to the Eighth Intergovernmental Meeting in Sanya from 5-7 November 2003; 2) The Data and Information Sharing Policy and Guidelines should cover the entire NOWPAP region and involve the other RACs; 3) The Data and Information Sharing document should be split into two separate documents, a policy document and a guidelines document; 4) The procedure for revision and finalization of policy document planned by Dr. Toru Suzuki was approved.

Agenda item 6.2: Review of the establishment of principles and guidelines for NOWPAP meta-database management system (Activity E) (draft)

45. Representatives of NOWPAP Members gave comments on the draft of Principles and Guidelines for NOWPAP DINRAC Meta-database. Director of DINRAC suggested the draft document should be revised carefully with reference of meta-database management systems in other regions and organizations and be finalized in the same manner as the policy document. The draft principle and guidelines document should not be submitted to the Eighth IGM on NOWPAP. The meeting agreed on both suggestions.

Agenda item 7: Revision of the Terms of Reference (ToR) for the NOWPAP DINRAC Focal Points Meeting

46. Ms. An Tong introduced the draft Terms of Reference for the NOWPAP DINRAC Focal Points Meeting. The meeting was invited to consider the draft article by article and adopt the draft ToR (UNEP/NOWPAP/DINRAC/FPM2/13).

47. After considering and examining the document, the meeting agreed on the ToR with minor modifications, and also agreed to submit the draft to the Eighth IGM on NOWPAP for its final adoption.

Agenda item 8: Discussion and implementation of the DINRAC Project Document

Agenda item 8.1: Discussion of the proposed Workplan 2004-2005

48. Director of DINRAC presented the Workplan and Budget for the DINRAC Activities for the 2004/2005 Biennium (UNEP/NOWPAP/DINRAC/FPM2/14) to the meeting. He gave a detailed explanation of draft Workplan and Budget for the DINRAC Activities in the 2004/2005 Biennium. A discussion followed on each activity and budget.

49. Regarding Activity K, Dr. Kim Sung-Dae, the Focal Point of Korea asked for clarification of this activity and on what the GIS products are. Dr. Pei Xiangbin, the Focal Point of China suggested to make the objective of this activity more clear and to split this activity into 3 parts: inventory, selection and application. He also suggested using GIS for the other RACs. Director of DINRAC agreed that the outcome of this activity should be clear and suggested to work on this after the DINRAC meeting and to wait for the decision of the Eighth IGM on NOWPAP.

50. The meeting decided on a change of title for Activity K: Collection and Review of Inventory Information from within and outside of NOWPAP.

51. Regarding Activity J, there was some discussion on the necessity and contents of this activity. It was suggested to change the title of the activity to make it clearer. Dr. Jeong Hee-Dong suggested to merge Activity J into Activity F: Technical Workshop on Data QA/QC and on Data Formats Relevant to NOWPAP Purpose and to allocate the amount of USD 10,000.

52. After lengthy discussions on the workplan and budget the meeting agreed on the allocation of USD 185,000 for DINRAC from the NOWPAP Trust Fund and approved the budgeted work programme for DINRAC for 2004/2005 as presented in Annex 7 to this report.

53. The meeting agreed that the detailed workplan and budget allocation for each activity be discussed again at the Third NOWPAP DINRAC Focal Points Meeting, based upon decision by the Eighth IGM on NOWPAP on the budget of DINRAC.

Agenda item 8.2: The Third NOWPAP DINRAC Focal Points Meeting and the Experts Meeting

54. The meeting participants reached an agreement on the decision of the venues and dates of the Third NOWPAP DINRAC Focal Points Meeting and an Experts Meeting. The Third NOWPAP DINRAC Focal Points Meeting will be held at Busan, Korea in October or November of 2004. The Experts Meeting will also be held at Busan, Korea and the date will be decided at a later stage.

Agenda item 9: Other matters

55. The Focal Point of Japan informed the meeting the DINRAC Focal Point of Japan would be changed in the near future.

Agenda item 10: Adoption of the report of the meeting

56. The draft Report of the Second NOWPAP DINRAC Focal Points Meeting was prepared for consideration and adoption. Dr. Nikolay Rykov, the meeting rapporteur hosted the approving of the meeting report. The meeting adopted the report with minor modifications.

Agenda item 11: Closure of the meeting

57. After the customary exchange of courtesies the Chairman declared the meeting closed at 18: 00 p.m. on Friday, 31 October 2003.