



**UNITED  
NATIONS**

**EP**

UNEP/MED WG.512/2



**UNITED NATIONS  
ENVIRONMENT PROGRAMME  
MEDITERRANEAN ACTION PLAN**

14 May 2021  
Original: English

Second Meeting of INFO/RAC National Focal Points

Videoconference, 14-15 June 2021

**Agenda item 2: Organizational matters**

**Provisional Annotated Agenda**

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UNEP/MAP  
INFO/RAC - Rome, 2021

## Provisional Annotated Agenda

### Introduction

1. The following annotations to the provisional agenda have been prepared by the Secretariat to assist the meeting with its deliberations.

### Agenda item 1 - Opening of the meeting

2. The meeting will be opened on Tuesday, 14 June 2021 at 10.00 a.m. by the Coordinating Unit of the UN Environment/Mediterranean Action Plan and INFO/RAC.
3. All the INFO/RAC Focal Points have been invited to attend the meeting or to designate their representatives.

Information document(s) of special relevance for this agenda item	
UNEP/MED WG.512/Inf. 1	<i>Provisional List of Participants</i>

### Agenda item 2 - Organizational matters

#### 2.1. Rules of Procedure

4. The Rules of Procedure for meetings and conferences of the Contracting Parties to the Convention for the protection of the Mediterranean Sea against pollution and its protocols (UNEP/IG.43/6, Appendix XI) will apply *mutatis mutandis* to this meeting.

#### 2.2. Election of officers

5. While observing the principle of equitable geographical distribution, the meeting will elect from amongst the representatives of the Contracting Parties, a chairperson, two vice-chairpersons and a rapporteur.

#### 2.3. Adoption of the agenda

6. The *Provisional Agenda* issued as document UNEP/MED WG.512/1 and annotated in this document, will be proposed for adoption by the meeting. The meeting will be also invited to review and adopt the timetable proposed at the end of this document.

#### 2.4. Organization of work

7. It is proposed that the meeting be held in daily sessions from 10:00 a.m. to 1 p.m. and from 2.30 p.m. to 5.30 p.m. on the first day and from 10:00 a.m. to 1 p.m. on the second day, subject to adjustments as necessary.
8. It is expected that the meeting addresses all items of the agenda within the allotted sessions.

9. The working languages of the meeting will be English and French. Simultaneous interpretation will be available for all the plenary sessions.

<b>Working document(s) of special relevance for this agenda item</b>	
UNEP/MED WG.512/1	<i>Provisional Agenda</i>
UNEP/MED WG.512/2	<i>Provisional Annotated Agenda</i>

**Agenda item 3 - Progress Report on the Status of Implementation of the Programme of Work on Knowledge Management, Information and Communication.**

10. Referring mainly to document UNEP/MED WG. 512/3, INFO/RAC will present the status of implementation of the activities carried out by during the past year highlighting the main achievements and challenges met during the implementation of INFO/RAC 2020/2021 Programme of Work.
11. Participants are expected to comment on and take note of the progress achieved on the implementation of the activities carried out and provide advice in accordance with the Terms of Reference for INFO/RAC Focal Points.

<b>Working document(s) of special relevance for this agenda item</b>	
UNEP/MED WG.512/3	<i>Progress Report on the Status of Implementation of the Programme of Work on Knowledge Management, Information and Communication 2020-2021</i>
<b>Information document(s) of special relevance for this agenda item</b>	
UNEP/MED WG.512/Inf. 4	<i>Decision IG.24/14 - Programme of Work and Budget 2020-2021 UNEP/MED IG.24/22</i>
UNEP/MED WG.512/Inf. 6	<i>Data Dictionaries and Data Standards for the Common Indicators 3, 4 and 5 related to Marine</i>
UNEP/MED WG.512/Inf. 7	<i>Data Dictionaries and Data Standards for the Common Indicators 3, 4 and 5 related to Marine</i>
UNEP/MED WG.512/Inf. 8	<i>Data Dictionaries and Data Standards for the Common Indicators 3, 4 and 5 related to Marine</i>

**Agenda item 4 - Towards a MAP Knowledge Management Strategy**

12. Under this agenda item, INFO/RAC will introduce document UNEP/MED WG.512/4 , *Towards a MAP Knowledge Management Strategy*.
13. The Contracting Parties representatives will be invited to provide their comments and inputs on the provided document and complement it, where necessary. Based on the comments and recommendations of the meeting, the Secretariat will elaborate a new version of the document after the meeting, to be submitted to the meeting of MAP Focal Points and COP 22 for adoption as appropriate.

<b>Working document(s) of special relevance for this agenda item</b>	
UNEP/MED WG.512/4	<i>Towards a MAP Knowledge Management Strategy</i>

### Agenda item 5 - Towards a MAP Digital Transformation Strategy

14. Under this agenda item, the Secretariat will introduce document UNEP/MED WG.512/5, *Towards a MAP Digital Transformation Strategy*.
15. The Contracting Parties representatives will be invited to provide their comments and inputs on the document and complement it, where necessary. Based on the comments and recommendations of the meeting, the Secretariat will elaborate a new version of the document after the meeting, to be submitted to the meeting of MAP Focal Points and COP 22 for adoption as appropriate.

Working document(s) of special relevance for this agenda item	
UNEP/MED WG.512/5	<i>Towards a MAP Digital Transformation Strategy</i>

### Agenda item 6 - MAP Data Policy

16. Under this agenda item, the Secretariat will introduce document UNEP/MED WG. 512/6 *MAP Data Policy*.
17. The Contracting Parties representatives will be invited to provide their comments and inputs on the document and complement it, where necessary. Based on the comments and recommendations of the meeting, the Secretariat will elaborate a new version of the document after the meeting, to be submitted to the meeting of MAP Focal Points and COP 22 for adoption as appropriate.

Working document(s) of special relevance for this agenda item	
UNEP/MED WG.512/6	<i>MAP Data Policy</i>
Information document(s) of special relevance for this agenda item	
UNEP/MED WG.512/Inf. 5	<i>Decision IG.24/2 Governance - UNEP/MED IG.24/22</i>

### Agenda item 7 - Draft of the Programme of Work 2022/2023 on Knowledge Management, Information and Communication.

18. Under this agenda item, the Secretariat will introduce document UNEP/MED WG. 512/7 *Draft of the Programme of Work 2022/2023 on Knowledge Management, Information and Communication*.
19. The Contracting Parties representatives will be invited to provide their comments and inputs on the document and complement it, where necessary. Based on the comments and recommendations of the meeting, the Secretariat will elaborate a new version of the document after the meeting, that will serve as basis for the INFO/RAC activities to be integrated in the overall UNEP/MAP Programme of Work for 2022-2023 that will be submitted to the meeting of MAP Focal Points and COP 22 for adoption as appropriate.

<b>Working document(s) of special relevance for this agenda item</b>	
UNEP/MED WG.512/7	<i>Draft of the Programme of Work 2022/2023 on Knowledge Management, Information and Communication.</i>
<b>Information document(s) of special relevance for this agenda item</b>	
UNEP/MED WG.512/Inf. 3	<i>MAP Operational Communication Strategy 2022/2023</i>

**Agenda item 8. - Any other matters**

20. 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 Provisional Agenda.

**Agenda item 9 - Conclusions and recommendations**

21. The meeting will be invited to review and adopt the conclusions and recommendations prepared by the Secretariat and submitted by the Rapporteur.

**Agenda item 10 - Closure of the meeting**

22. The meeting is expected to be closed on Tuesday 15 June 2021, at 1.00 p.m.

## PROPOSED TIMETABLE

*Timetable is in Central European Time (CET)*

### DAY 1: Monday 14 June 2021

10:00 – 10:30	<i>Welcoming of the participants and registration</i>
10:30 – 11:00	<b>Agenda item 1.</b> Opening of the meeting <b>Agenda item 2.</b> Organizational matters
11:00 – 12:30	<b>Agenda item 3.</b> <i>Progress Report on the Status of Implementation of the Programme of Work on Knowledge Management, Information and Communication.</i>
12:30 – 13:00	Discussion - Roundtable
13:00 – 14:30	<i>Lunch</i>
14:30 – 15:00	<b>Agenda item 3.</b> <i>Progress Report on the Status of Implementation of the Programme of Work on Knowledge Management, Information and Communication.</i>
15:00 – 15:30	<b>Agenda item 4.</b> <i>Towards a MAP Knowledge Management Strategy</i>
15:30 – 16:30	<b>Agenda item 5.</b> <i>Towards a MAP Digital Transformation Strategy</i>
16:30 – 17:30	Discussion - Roundtable
17:30	Conclusions

### DAY 2: Tuesday 15 June 2021

10:00 – 10:30	<b>Agenda item 5.</b> <i>MAP Data Policy</i>
10:30 – 11:00	Discussion - Roundtable
11:00 – 11:30	<b>Agenda item 6.</b> <i>Draft of the Programme of Work 2020/2021 on Knowledge Management, Information and Communication</i>
11:30 – 12:00	Discussion - Roundtable
12:00 – 13:00	<b>Agenda item 8.</b> Any other matters <b>Agenda item 9.</b> Conclusions and recommendations <b>Agenda item 10.</b> Closure of the meeting

**Annex III**  
**Conclusions and recommendations**

## **Meeting of INFO/RAC National Focal Points**

Rome, Italy, 14-15 June 2021

### **Conclusions and recommendations**

Following the review and discussions of all agenda items, the Meeting of INFO/RAC National Focal Points (“the Meeting”), held by videoconference on 14 and 15 June 2021, agreed on the following conclusions and recommendations:

#### **Agenda item 3. Progress Report on the Status of Implementation of the Programme of Work on Knowledge Management, Information and Communication**

1. The Meeting welcomed the work undertaken by INFO/RAC to implement the approved Programme of Work of the current biennium despite the difficult working conditions under COVID-19 pandemic and encouraged INFO/RAC to continue its efforts to fully implement all the agreed activities.
2. The Meeting acknowledged the high level of commitment in the implementation and upgrade of the InfoMAP platform and requested to have formal access to all the data bases.
3. The Meeting strongly encouraged the harmonization and integration of existing national platforms, also according to national policies and laws on data management, into the infoMAP platform both from thematic and data management point of view.
4. The Meeting welcomed the strategic role of the INFO/RAC Focal Points as contact points in the coordination of national data flows for the MAP reporting.
5. The Meeting welcomed the development of the Spatial Data Infrastructure and its functionalities emphasizing the importance of interoperability in order not to duplicate the reporting efforts at National level and within UNEP/MAP.
6. The Meeting encouraged to provide more information on how to report data in each specific reporting system through users guides and video-training and welcomed INFO/RAC constant and cross-cutting support for the reporting on IMAP Info System platform.
7. The Meeting appreciated the work done by INFO/RAC in close collaboration with other MAP Components and CU on the implementation of the MAP Operational Strategy and encouraged the prosecution of the work in the next biennium.
8. The Meeting welcomed the networking and partnership among MAP Components and Contracting Parties in order to build a community around educational and training activities in the Mediterranean area.

#### **Agenda item 4. Towards a MAP Knowledge Management Strategy**

9. The Meeting welcomed the proposed document and endorsed the development of the MAP Knowledge Management Strategy for the next biennium.
10. The meeting took note on how a common strategy for knowledge management and dissemination is required with the scope to unify operational strategies, enhance environmental



capabilities and strengthen dissemination capabilities to stakeholders, institutional partners, and citizens.

#### **Agenda item 5. Towards a MAP Digital Transformation Strategy**

11. The Meeting welcomed the proposed document and endorsed the development of the Digital Transformation Strategy for the next biennium.
12. The Meeting took note of digital transformation as a proactive process to improve knowledge and data sharing in the MAP system bridging digital divide and improving digital transfer.

#### **Agenda item 6. MAP Data Policy**

13. The Meeting acknowledged the development of a MAP Data Policy as framework to facilitate the data sharing and reducing the legal barriers, according to national data policies and laws, and highlighted the need to receive feed-back and comments to finalize the document prior to MAP Focal points submission.
14. The Meeting took note that bilateral meetings with Contracting Parties are envisioned and will be held so that the policy could be fully implemented and discussed at national level.

#### **Agenda item 7. Draft of the Programme of Work 2022/2023 on Knowledge Management, Information and Communication.**

15. The Meeting welcomed with satisfaction the proposed plan of activities as provided in the 2022/2023 Programme of Work, which reflects the good progress made in the last two biennia by INFO/RAC. The Meeting encouraged INFO/RAC to continue its efforts to promote the planned activities and their related deliverables within the whole MAP Programme of Work.
16. The Meeting highlighted the need to improve synergies with relevant Regional and International organisations in order to avoid overlapping of efforts, duplication of reporting and ensure coherence of quality status assessment.
17. The Meeting welcomed INFO/RAC's proposed cross-cutting involvement in the proposed Programme of Work and draft Medium-Term Strategy 2022-2027, and in cooperation with other MAP components, in support of a systemic approach to sustainably developing the Mediterranean.
18. The Meeting encouraged INFO/RAC to pursue its strong communication efforts, especially in support of MedECC report dissemination in close cooperation with Plan Bleu/RAC.
19. The Meeting appreciated the harmonization of communication and dissemination activities of the MAP Barcelona Convention System and encouraged the submission also to INFO/RAC Focal Points of whole package of activities carried out by the MAP Components.
20. The Meeting encouraged INFO/RAC to include within the framework of the Digital Campaign on greener maritime the green ports initiative and requested to insert in future digital campaign "International Day of Clean Air for Blue Skies in Mediterranean" the related measures undertaken by the Contracting Parties at national level in the Mediterranean Region.

21. The Meeting requested INFO/RAC to give more visibility to the initiative "Istanbul Environment Friendly City Award".