



Caribbean Large Marine Ecosystem (CLME) Project

**Second Regional Steering Committee Meeting
June 6-8, 2007
Hotel Caribe, Cartagena, Colombia**

Annotations to the Provisional Agenda

1. Opening of the meeting

The representatives from IOC (UNESCO)/IOCARIBE, UNDP-GEF and CERMES will formally welcome country representatives and partners to the meeting

A Chair for the meeting will be appointed by consensus and the adoption of the agenda will be solicited.

The purpose, expectations and format of the meeting will be described.

Expected outcomes:

- a) To review, discuss and approve the CLME Full-sized Project proposal for submission to GEF, including the four pilot projects.
- b) To agree on a course of action to ensure all supporting documentation, including information on co-financing if still required and letters of financial commitment, are provided by the countries and partners in a timely manner for submission to GEF.

Format:

The draft FSP proposal, including the four pilot project documents, will be sent out to Steering Committee members in advance so that detailed comments can be already incorporated. Therefore it is expected that by the time of the meeting any outstanding concerns or issues raised by countries will have already been incorporated into the draft. As such, written comments are invited to be sent to the Project Unit at your earliest convenience. A detailed, paragraph-by-paragraph review of the FSP proposal will thus not be necessary during the meeting

The agenda is structured so as to provide an overview of the draft FSP and to give SC members an opportunity to provide any additional inputs or recommendations. Each component will be approved with recommendations to be followed up by the Project Team and the Project Design Specialist.

2. CLME Progress Report

A short report of the progress achieved since the first RSC will be presented.



3. Overview of Preliminary TDAs

A short overview of the findings of the preliminary TDAs will be presented to set the scientific basis for the activities to be addressed in the FSP proposal.

4. Project Overview

An overview of the project based on the approved project concept will be presented.

5. GEF Changes, Challenges, Requirements and Upcoming Milestones

Committee members will be provided with information on the recent changes at GEF, the challenges arising from these changes. Specific GEF requirements and deadlines for submission will be highlighted so as to have a common understanding of what must be provided to the PCU from member countries and partners in order to finalize the proposal by the deadline of 31 August.

6. Co-Financing Efforts and Country-Specific Information

Efforts to engage CLME co-financing partners by the PCU will be discussed as well as baseline information provided by countries on existing and planned activities related to the CLME Project goals. This information will be used in the draft FSP proposal to calculate the incremental cost tables required by GEF.

The co-financing requirements from GEF and the inputs required from the countries and other partners will also be discussed further in this agenda item.

7. Component 1 - Project Management

An overview of the proposed FSP Project Management will be presented. This will be followed by discussion from the members of the committee and recommendations, if still required, for approval of this component.

8. Components 2 and 3 - TDA Finalization and SAP Development

An overview of the contents of Component 2 of the FSP (Analysis of Transboundary Living Marine Resources and Identification of Needed Actions) will be presented. This will be followed by discussion from the members of the committee and recommendations if still required, for approval of this component.

An overview of the contents of Component 3 of the FSP (SAP Development and Identification of Reforms and Investments for Management of Shared Living Marine Resources) will be presented. This will be followed by discussion from the members of the committee and recommendations if still required, for approval of this component.

9. Component 4 – Demonstration Projects

An overview of the contents of Component 4 of the FSP (Targeted Projects Aimed at Strengthening the Policy Cycle and Early SAP Implementation) will be presented. Each of the four demonstration projects on Flyingfish, Shrimp and Groundfish, Lobster and Reef Fisheries/Biodiversity will be described, discussed by members of the committee and recommendations if still required, for approval of each demonstration project made.

10. Summary of Overall Recommendations and Approval of FSP Proposal

Members will be provided with a summary of the recommendations made to the FSP and the pilot project proposals. These will be approved, subject to the adopted recommendations being addressed by the Project Team and the Project Design Specialist in finalizing the

proposals for submission to GEF. The final proposals will be circulated one last time to all SC members in early-July.

11. Next Steps

Members will discuss and reach agreement on the next steps the Committee needs to take in order to address all of the requirements for timely submission of the FSP proposal to GEF. The discussion will centre on countries and partnership commitments and any other business arising, including the multi-phased timeline of the programme of activities planned for the CLME over the next four years and beyond.

12. Meeting Closure

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Draft Time-Table

Wednesday, June 6	
08:00 – 08:30	Registration
08:30 - 09:00	Item 1. Opening of the Meeting Item 1a. Welcome Item 1b. Appointment of Chair Item 1c. Adoption of Agenda Item 1d. Meeting Purpose and Format
09:00 - 9:30	Item 2. Progress Report on the CLME Project – <i>Lucia Fanning</i>
9:30 – 10:30	Item 3. Overview of the Preliminary TDAs – <i>Lucia Fanning</i>
10:30 – 11:00	<i>COFFEE BREAK</i>
11:00 – 11:30	Item 4. Project Overview – <i>Cesar Toro</i>
11:30 – 12:00	Item 5. GEF Changes, Challenges, Requirements and Milestones – <i>Paula Caballero</i>
12:00 – 12:45	Item 6. Co-Financing Efforts and Country-Specific Information Item 6a. PCU Partnership Efforts – <i>Robin Mahon</i> Item 6b. Baseline Country Information – <i>K. Parsram</i>
12:45 – 14:15	<i>LUNCH</i>
14:15 – 15:00	Item 6. Continued Discussion on Co-Financing Issues – <i>Paula Caballero</i>
15:00 – 16:00	Item 7. Outcome 1 Full-Sized Project Management Arrangements – <i>Cesar Toro</i> Discussion and Recommendations
16:00 – 16:30	<i>COFFEE BREAK</i>
16:30 – 18:00	Item 8. Outcome 2 and 3 TDA Finalization and SAP Development – <i>Paula Caballero</i>
Thursday, June 7	
08:30 – 09:30	Item 8. continued. Outcome 3 SAP Development – <i>Robin Mahon</i> Discussion and Recommendations
09:30 – 10:30	Item 9. Demonstration Projects Item 9a. Flyingfish Demonstration Project - <i>Milton Haughton, CRFM</i> Discussion and Recommendations
10:30 – 11:00	<i>COFFEE BREAK</i>

11:00 – 12:00	Item 9b. Shrimp & Groundfish Demonstration Project – <i>Bisessar Chakalall, FAO-WECAFC</i> Discussion and Recommendations
12:00 – 13:30	<i>LUNCH</i>
13:30 – 15:00	Item 9c. Lobster Demonstration Project – <i>Sergio Martinez, OSPESCA</i> Discussion and Recommendations
15:00 – 16:00	Item 9d. Reef Fisheries/Biodiversity Demonstration Project – <i>Alessandra Vanzella-Khoury, UNEP</i> Discussion and Recommendations
16:00 – 16:30	<i>COFFEE BREAK</i>
16:30 – 18:00	Item 9d. Continued Reef Fisheries/Biodiversity Demonstration Project – <i>Alessandra Vanzella-Khoury, UNEP</i> Discussion and Recommendations
Friday June 8	
08:30 – 09:30	Item 10. Summary of Overall Recommendations and Approval of Full-Sized Project proposal – <i>Meeting Chair</i>
09:30- 10:30	Item 11. Next Steps – <i>Paula Caballero</i> Item 11a. Co-financing Commitment letters
10:30 – 11:00	<i>COFFEE BREAK</i>
11:00 – 11:30	Item 11 continued – <i>Paula Caballero</i> Item 11b. Other Business
11:30 – 12:00	Item 12. Meeting Closure - <i>Chair</i>
12:00 – 13:30	<i>LUNCH</i>