



Sustainable Management of the Shared Living Marine Resources of the Caribbean Large Marine Ecosystem (CLME) and Adjacent Regions

First Regional Steering Committee Meeting

Panama City, Panama, 2–3 August, 2006

DRAFT SUMMARY REPORT

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1. OPENING

1 The First Regional Steering Committee of the Caribbean Large Marine Ecosystem (CLME) Project Meeting was held at Hotel El Panama in Panama City, August 2-3, 2006.

2 At the Opening Ceremony, Mr. Cesar Toro, IOC (UNESCO) Secretary for IOCARIBE (Intergovernmental Oceanographic Commission) underscored that the protection of the shared living marine resources of the Caribbean will depend on cooperation among all countries. He emphasized that a change in mindset is necessary and possible in order to ensure that future generations can enjoy the resources of the CLME. IOCARIBE offered its full support to participating countries in their efforts to address the problems facing the CLME.

3 Mr. Roberto Galvez, UNDP Deputy Resident Representative in Panama, welcomed all participants to the meeting and expressed his hope that participants would take advantage of the unique opportunity presented by this first Regional Steering Committee meeting, in which 21 of the 25 countries participating in this project were present.

4 Mr. Arnulfo Sanchez, representing Mr. George Novey, Director of the Department of Marine and Coastal Resources of the Panama Maritime Authority, made the Opening Remarks. On behalf of the Government of Panama, Mr. Sanchez welcomed all participants and indicated that he hoped that this initiative would lead to concrete activities and the development of strategies to address the sustainable management of the shared living marine ecosystem of the Caribbean.

2. CONDUCT OF THE SESSION AND ADMINISTRATIVE ARRANGEMENTS

5 The draft agenda was adopted and Dr. Antonio Diaz-de-Leon from Mexico was proposed to be elected Chair for the Meeting by Dominica and the Dominican Republic. This motion was unanimously accepted by the Meeting.

6 Mr. Arnulfo Sanchez from Panama volunteered to act as official Rapporteur for the meeting. His nomination was unanimously accepted.

7 The objectives of the meeting were outlined as followed:

- to approve the activities related to the workplan for the GEF-financed PDF-B project,
- to approve the budget; and,
- to develop and approve the recommendations and terms of reference for the Steering Committee.

8 All country representatives introduced themselves, followed by international and regional agencies and NGO representatives as well as the staff of the CLME Project Management Unit (PMU).

9 The Agenda and Annotated Agenda are given in Annex I. The List of Participants is given in Annex II.

3. THE GEF AND ITS INTERNATIONAL WATERS (IW) PORTFOLIO, AND THE PROJECT DEVELOPMENT PROCESS

10 Ms. Paula Caballero, UNDP-GEF Regional Technical Advisor, introduced and explained that GEF provides support to countries that share Large Marine Ecosystems (LMEs) so that they may come to agreement on, and implement, long-term programmatic ecosystem-based approaches that will provide for the sustainable management of shared resources. She noted that GEF understands that this is a long-term process and that the established methodology aims to support this process, which requires the commitment of all stakeholders. The need to establish synergies and work closely with other relevant projects, especially ongoing GEF projects in the region, was highlighted.

11 The CLME project falls under Strategic Objective IW-2, which encompasses countries at the early stages of the TDA/SAP process. The CLME project represents an important opportunity for Caribbean countries and it is hoped that all countries will support and commit to it. Ms. Caballero described the stage of this project within the GEF Project Cycle as well as the expected outputs of the PDF-B, namely the preliminary TDA and the Full-Size Project Document, with requisite annexes such as co-financing letters. In explaining the components of the Full Size project proposal to be developed, basic GEF concepts such as baseline and incremental cost assessment, which each country will need to undertake, were described. The active support of Steering Committee members will be important in finalizing the Full Size Project proposal. Ms. Caballero also highlighted the importance of a robust monitoring and evaluation framework, the requirements and objectives of the monitoring and evaluation system, the GEF reporting requirements and the indicators for International Waters projects. Finally, the distinction between the Implementing Agency, that is, the UNDP, and the Executing Agency, IOC (UNESCO) - IOCARIBE was clarified.

4. LARGE MARINE ECOSYSTEMS (LMES)

12 Dr. Kenneth Sherman, Director of NOAA Northeast Fisheries Science Center, provided an overview of the ecosystem-based approach and indicated that additional information would be made available to participants through IOCARIBE. The Large Marine Ecosystem concept is based on scientific assessment of geographic areas using four criteria. A total of 64 Large Marine Ecosystems have been identified, which contain 95% of the world's fisheries, as well as much of the coastal pollution. GEF-sponsored LME projects represent global centres of effort to reduce coastal pollution, restore damaged habitats and recover depleted fisheries.

13 Dr. Sherman reviewed the five LME modules that have been developed, each of which contains indicators of changing conditions within ecosystems. The modules are designed to focus on: productivity; fish and fisheries, pollution and ecosystem health; socioeconomics and governance (the latter two being among the least developed of the modules). He also noted that the challenges to sustainable management of LMEs requires long-term effort and for this reason GEF is willing to commit up to 10 years of funding for such processes. Dr. Sherman stressed that a paradigm shift is currently underway from an individual species, sector-by-sector, short-term perspective to a longer-term, multiple scale, ecosystem management approach.

5. OVERVIEW OF THE CARIBBEAN LME PROJECT

14 Prof. Robin Mahon, Director for the Centre for Resources and Environmental Studies (CERMES) of the University of the West Indies, Barbados emphasized that living marine resources are the basis for much of the economy in this geographically and politically diverse region and that both fisheries and non-extractable resources such as coral reefs are under threat. Conventional piece-meal approaches to conservation in the area are being increasingly replaced by region-wide approaches to management.

15 The CLME project encompasses 25 GEF-eligible countries and 19 associated territories. GEF has committed US \$700,000 for the PDF-B stage and US \$9 million is expected for the first five years of the project. Dr. Mahon reviewed the overall objective of the project and stressed that there is a multitude of regional and national-level stakeholders that should be involved. The technical focus of the project is on transboundary living marine resources in an ecosystem context, both exploited and non-extractable, and emphasis will be placed on living marine resource governance mechanisms. The components of the project include: analysis and agreement about the main issues, root causes and actions; an improved shared knowledge base; legal, policy and institutional reform; and the development of an institutional and procedural approach to LME level monitoring. Dr. Mahon outlined the development of the project from the PDF-A approval in 2001 to the current stage of PDF-B implementation and highlighted the many opportunities for wide participation and involvement throughout the PDF-B process.

16 Information regarding the number of countries that have yet to endorse the project and the timeline and responsibilities of participating countries was requested. A total of 22 of the 25 countries have endorsed the project. The project document - with all necessary annexes including co-financing and endorsement letters - is to be submitted to the November 2007 GEF Council, which means that it must be finalized by 24 August as the deadline for submission is 31 August. The Steering Committee should play an important role in ensuring that country-specific inputs are received in a timely manner.

17 It was clarified that the project falls under the International Waters focal area, not Biodiversity, and therefore has no impact whatsoever on countries' biodiversity allocations through the Resource Allocation Fund. No further funding will be requested from other focal areas. However, all efforts will be made to ensure synergies with relevant projects under other focal areas.

18 With regards to the establishment, or support for the establishment of, a shared governance mechanism, it was underlined that this is a complex matter. The Full-Size project will provide the necessary time, resources and a forum to enable countries to debate and decide on the most appropriate modalities.

19 The importance of strong systems of integrated management control and systems of environmental education and public awareness was highlighted. Since governance is an eminently social activity and depends on political will, environmental education is critical to achieving success.

20 The Chair indicated that all presentations would be made available to participants through a link from the CLME project website, and closed the morning session.

6. THE GEF TDA/SAP PROCESS

21 Dr. Lucia Fanning, Project Manager of the Caribbean Large Marine Ecosystem (CLME) Project, provided an overview of the IW TDA (Transboundary Diagnostic Analysis)/SAP (Strategic Action Programme) methodology. The TDA is an objective scientific and technical fact-finding analysis and not a negotiated document, which serves as a diagnostic tool defining the SAP. The SAP is a negotiated policy document that establishes clear priorities for action, identifies required policy, legal and institutional investments and sets out specific actions. Dr. Fanning reviewed the underlying principles of the TDA/SAP process such as full stakeholder participation, the ecosystem approach and government commitment. She outlined the five phases of the process. She stressed that the process is not always as sequential and linear as outlined in the presentation slides but that there is a certain order of events that must be followed. These phases represent a relatively long-term process of 5-10 years.

7. DRAFT PROJECT IMPLEMENTATION PLAN AND BUDGET

22 Dr. Fanning provided an overview of the proposed implementation of the PDF-B, taking place from April 2006 through to September 2007. The CLME project partners are varied and include partners in the Central/South America sub-region, the Insular Caribbean sub-region, the Guianas/Brazil sub-region (adjacent region) and others such as international and regional organizations and NGOs.

23 Dr. Fanning reviewed the PDF-B project outputs, which consist of: agreement on project coordination and implementation arrangements; identification of priority issues; a completed GEF Executive Summary and UNDP Project Document; and a preliminary TDA. PDF-B project activities include: the establishment of the management structure and project unit; the collection, review and interpretation of information to develop the preliminary TDA and recommendations leading to the development of a SAP; and the development and approval of the full Project Document. The timeline for these activities was also presented. The completed draft project document is scheduled to be approved at the Final Steering Committee Meeting.

- 24 Dr. Fanning further outlined the suggested roles, responsibilities and membership of the Regional Steering Committee, the roles and responsibilities of the national inter-sectoral committees and the CLME Project organigram. The development of the preliminary TDA and recommendations for the development of the SAP will necessitate the establishment of various task groups, a training workshop for the task groups, inputs from the national inter-sectoral committees and a synthesis meeting to identify cross-cutting issues among the sub-regions. These activities will lead to the drafting of the preliminary TDA and any recommendations to assist with the subsequent development of the SAP during the implementation of the full project. With regards to obtaining broad stakeholder input at the national level, it was recognized that many of the member countries have an existing National Inter-Ministerial/Inter-Sectoral Committee that could serve as a mechanism to obtain multi-sectoral input. Should countries request it, the PMU is also available to participate in CLME-related discussions undertaken by the National Inter-Ministerial/Inter-sectoral Committee. In addition, assistance from the UNDP-Country Offices is available.
- 25 Throughout, the CLME Project will emphasize governance processes, recognizing the role of marine science. Dr. Fanning concluded her presentation with an outline of the main Full Project Document components and referred participants to the proposed PDF-B budget allocation.
- 26 The Chair expressed his pleasure with the progress that the CLME PMU had made, and opened the session for questions and discussion.
- 27 The Project Management Unit was asked how it would ensure that truly multi-sectoral national input is obtained. The PMU explained that it would work closely with countries to ensure that mechanisms for obtaining substantive inter-sectoral input are established and that sufficient time is provided for the national focal points and the national inter-ministerial committees to solicit input from a broad suite of stakeholders.
- 28 The need to ensure substantive inputs from multiple sectors was highlighted during the discussion. In addition, delegates and the PMU emphasized that efforts should be made to use the best available existing information and to make decisions based on the precautionary approach.
- 29 Concern was expressed that the process of bringing together the information from the sub-regions through the task teams will not ensure that the Caribbean region implements an ecosystem-based approach as described in World Summit on Sustainable Development (WSSD) documentation. It was recommended by several delegates that each sub-regional task team be instructed to incorporate the ecosystem-based approach in their work. A number of changes to the language of the document were proposed and approved to address this issue so as to ensure an ecosystem-based approach was followed.
- 30 Finally, the Committee was reminded that the PDF-B is focused on the development of a preliminary TDA, preliminary recommendations to guide the development of a SAP and the necessary documentation for submission to GEF. The development of a preliminary SAP is not an output at this stage as SAP development is a complex process involving long-term negotiations over a period of several years.

8. NATIONAL INTER-SECTORAL PARTICIPATION AND COORDINATION

31 This agenda item was introduced by Dr. Antonio Diaz-de-Leon, General Director of Environmental Policy and Regional and Sectoral Integration of SEMARNAT in Mexico. He presented an overview of initiatives underway in Mexico to address coastal and marine environmental degradation. Dr. Diaz-de-Leon explained that it is a complex situation that no single agency can address. He reviewed the many benefits of inter-sectoral participation and the many possible sectoral interactions in the Caribbean Sea. Recently, Mexico developed a National Environmental Policy for the Sustainable Development of Oceans and Coasts and is undertaking an ocean-use planning process with the participation of states, civil society and the federal government. Lessons learned were presented, such as the importance of political will and of bringing key sectors to the table from the outset. Dr. Diaz-de-Leon highlighted some of the difficulties and challenges that were faced by the government and other sectors, such as those related to the power imbalances between different ministries and agencies.

32 Dr. Diaz-de-Leon's second presentation outlined the process of marine ecological planning in the Californian Gulf Region, which included the establishment of a Committee to promote the participation of public, private and civil sectors. Dr. Diaz-de-Leon reviewed the composition of the Committee and highlighted the many meetings and sectoral workshops that had already been held. This practical example underscored the importance of sectoral participation and civil participation in this type of process.

33 Queries were made regarding how much funding will be available for the inter-sectoral committee's work in each country. Dr. Mahon explained that each country can access US \$2500 to support the establishment and activities of the inter-ministerial committees. Guidance to orient the work of the committees was requested but the PMU explained that it did not want to be overly prescriptive in terms of the approach given that each country has specific institutional frameworks and deliberative processes.

34 The importance of a paradigm shift for Caribbean countries to embrace an ecosystem-based perspective was stressed. It was recommended that the task teams' analysis of the transboundary issues and their root causes be based on an ecosystem-based approach and that the task teams organize and analyze the information in a systematic manner around the five modules of the LME approach. Dr. Fanning indicated that the project would be guided by the ecosystem approach and pointed out that one of first activities of the task teams will be to receive training on the TDA/SAP process and the five modular approach. The project will emphasize decision-making processes and governance mechanisms, guided by scientific information. All five components will be analyzed in the preparation of the preliminary TDAs. However, as is customary in any interdisciplinary framework, they may not all be treated in similar depth.

35 Concern was expressed about the amount of work that may be required of the inter-ministerial committees, and that it may be difficult to meet the deadlines while ensuring that full consultations are held. Clarification was also requested on the consensus or conflict resolution mechanisms for the inter-ministerial committees. The Chair explained that countries have expressed their commitment to the process by endorsing the project and

identifying focal points in each country, and problems can be solved along the way through ongoing communication. Furthermore, the PDF-B is a technical document, not a negotiated document and the consultation at this PDF-B stage will be an abbreviated process. It was stressed that countries already have a great deal of information such as National Development and Fisheries Development Plans and information produced by regional organizations to feed into the PDF-B stage products. Identified information gaps can be filled during the Full Project.

36 Given the shortage of time and limited resources available for PDF-B implementation, one delegate requested a template for the provision of country-specific information for the TDA and the Project Document. The Chair reminded the Committee that the output from the PDF-B phase is not the completed TDA but a preliminary TDA, generally described in the form of a series of tables. It was agreed that Project Unit should provide the national focal points with templates and protocols, in accordance to the work of each Task Team, to ensure consistency in the information and data provided

37 An explanation about the process of data screening during the development of the TDA was requested to ensure that the data collected is objective. The National Inter-Ministerial Committees will review the information with the task teams to ensure that it is accurate. It was recommended that consultants be given terms of reference with a clear protocol on information gathering.

9. BUILDING CLME PARTNERSHIPS AT THE NATIONAL, REGIONAL AND INTERNATIONAL LEVELS

38 Mr. Bisessar Chakalall, Senior Fishery Officer and Secretary to FAO WECAFC, provided the conceptual framework for the development of partnerships. He highlighted important principles guiding successful partnerships such as engaging resource users and stakeholders at all levels and including the private sector as a partner and not only as a donor. Mr. Chakalall commented that potential partners for the CLME project exist at various levels including the international and regional level, and may include agencies, the private sector, NGOs, and user groups. Partnerships should be explored even at this early stage of PDF-B implementation, and where possible included in the Project Document, specifying co-financing amounts. Mr. Chakalall also stressed the importance of building on existing arrangements such as those developed for the Guianas-Brazil LME, and of developing partnerships at the grassroots level.

39 It was mentioned that national UNDP offices and particularly the Resident Representatives, have an important role to play in facilitating the engagement of different stakeholders. In addition, the PMU, Implementing Agency and Executing Agency will be instrumental in this task. The importance of developing partnerships with civil society organizations was highlighted. A Stakeholder Involvement Plan must be developed for the Project Document, which will enable the PMU, the Regional Steering Committee, the Inter-Ministerial Committee and the task teams to identify appropriate partnerships and groups that will strengthen the project and support project financing. At the sub-regional and

regional levels, ongoing communication of positive and negative experiences will be important to guide the development of partnerships.

40 In order to build sustainable partnerships with stakeholders, it is critical to have the right person or “connector”. The PMU explained that it will support the development of plans and proposals for engaging all relevant stakeholders during the PDF-B stage including large industry and fisherfolk. Dr. Mahon mentioned that one of the challenges in this respect is the lack of organization of certain groups, such as small-scale fishermen at the regional level, though this can be addressed during the Full Project.

41 At the PDF-B stage, partnerships will be assessed at various scales including the national, sub-regional, regional and international. IOCARIBE, the PMU, the Steering Committee and the Inter-Ministerial Committees share a responsibility for engaging these stakeholders. At the national level, the process of developing partnerships will be flexible and allow for different mechanisms, given differing national conditions and sovereignty issues. Countries themselves will define with which stakeholders they would like to work and which national partners will contribute to the success of the project.

42 It was recommended that UNDP and IOCARIBE build on the Caribbean-wide White Water to Blue Water (WW2BW) initiative. This began with a conference, held in Miami in 2004 with over 700 participants, including a large number of multinational organizations. The WW2BW initiative is ongoing and promotes partnerships among large multinationals, NGOs and regional organizations that could be useful for this project.

43 The need to target and develop partnerships with industry as early as possible was emphasized throughout the discussion, given their significant impact on coastal and marine pollution and habitat degradation. For example, the tourism industry and, increasingly, the petroleum industry are having significant impacts on island fisheries and livelihoods and should be engaged in this project. Obtaining “buy-in” from high-level decision-makers about ecosystem-based management will be important, as national agendas in the region currently give high priority to industrial development. The preliminary recommendations for the SAP to be developed during the PDF-B may include demonstration or other activities which could provide a framework for involving the private sector.

10. TERMS OF REFERENCE FOR THE REGIONAL STEERING COMMITTEE: MEMBERSHIP AND MANDATE

44 It was proposed that all Coastal States within the project area as well as the relevant international inter-governmental organizations be full members of the Steering Committee, and that all regional inter-governmental fisheries management agencies be full members provided that they have received the appropriate mandate from their member countries. All other participants would act as observers.

45 There was a discussion about whether the Steering Committee should include additional members, such as regional representatives of the tourism sector (e.g. Caribbean Tourism Organization), and whether these should be granted full or observer status on the

Committee. Several delegates felt that clear criteria for additional organizations to become involved would need to be developed and that potential members should be required to make a significant financial contribution, as the current participating governments have done. It was cautioned that linking financial contributions from the productive sectors with membership on the Committee could lead to problems.

46 It was explained that steering committees for GEF projects are normally composed of governmental and inter-governmental decision-makers. Participating governments may partner with other stakeholders such as the fisheries and tourism productive sectors and may decide to bring in advisers representing industry interests as part of their country delegation. This discussion highlighted the two important roles of the Steering Committee; that of representing their national interests in guiding and defining the scope of the project and that of getting the buy-in of other critical partners.

47 There was some discussion as to whether additional funds could be sought by countries to augment the limited budget of the PDF-B, which is \$700,000 from GEF and \$200,000 in cash or in-kind contributions from participating countries. It was explained that the possibilities of mobilizing additional funds were very limited and that therefore all efforts had been made to prepare a budget that provides for project requirements in the most cost-effective manner

48 It was explained that the “representative from other Caribbean states and territories” on the Steering Committee referred to a representative of non-eligible GEF areas including territories of other countries such as the United States, United Kingdom, France and the Netherlands. Members from these countries were unable to attend this meeting but a concerted effort will be made by the PMU, IOCARIBE and UNDP-GEF to solicit their active participation in the project. In addition, the importance of obtaining the three remaining country endorsements was emphasized. Finally, the PMU assured the Steering Committee that efforts have been and will continue to be made to engage relevant regional agencies in the project.

49 It was clarified that Regional Steering Committee members would be responsible for convening the National Inter-Ministerial Committees. The terms of reference were modified to specify that the Steering Committee would receive all relevant documentation for review from the PMU in a timely manner. In addition, the Steering Committee members were referred to the Project Implementation Plan, which includes a timeline that ensures timely receipt of documents for review. It was suggested that the Steering Committee be provided with a list of documents that it will receive and expected timelines. A second suggestion was that a document be prepared outlining operational issues for the Steering Committee such as decision-making procedures, though the PMU explained that it felt that the preparation and approval of such a document would take limited time away from the Committee.

50 The Terms of Reference for the Steering Committee were reviewed and adopted during the Plenary (see Annex III).

11. REVIEW AND APPROVAL OF RECOMMENDATIONS OF THE STEERING COMMITTEE

51 Participants deliberated on a draft list of recommendations based on the discussions during the preceding sessions. These were reviewed and a final set of recommendations approved (see Annex IV).

12. ADJOURNMENT CLOSURE

52 Dr. Diaz-de-Leon congratulated and thanked the participants for their active participation in the First Regional Steering Committee Meeting of the CLME Project. He also gave thanks to the government of Panama for its hospitality and to the interpreters and staff who helped to make the event a success. The Chair in turn was thanked by one of the delegates for his excellent job in presiding over the meeting and ensuring adherence to the time limits.

53 On behalf of Eduardo Reyes, GEF Operational Focal Point and Panama Deputy Administrator General of the National Environment Authority, Edgardo Arauz provided a brief summary of the focus and achievements of the First Regional Steering Committee meeting. He stressed the importance of ensuring full inter-sectoral participation in the CLME project and the responsibility all now share in implementing the project. Mr. Arauz thanked all government institutions for their participation and contribution to the success of the meeting, as well as UNDP-Panama, the IOCARIBE organizers and the Project Management Unit. The First Regional Steering Committee Meeting of the CLME Project was officially brought to a close at approximately 1:30 pm on August 3, 2006.

ANNEX I

AGENDA

- 1. OPENING.**
- 2. CONDUCT OF THE SESSION AND ADMINISTRATIVE ARRANGEMENTS.**
- 3. THE GEF AND ITS INTERNATIONAL WATER PORTFOLIO, AND THE PROJECT DEVELOPMENT PROCESS.**
- 4. LARGE MARINE ECOSYSTEMS (LMEs).**
- 5. OVERVIEW OF THE CARIBBEAN LME PROJECT.**
- 6. THE GEF TDA/SAP PROCESS DRAFT PROJECT IMPLEMENTATION PLAN AND BUDGET**
- 7. NATIONAL INTER-SECTORAL PARTICIPATION AND COORDINATION**
- 8. BUILDING CLME PARTNESHIPS AT THE NATIONAL, REGIONAL AND INTERNATIONAL LEVELS**
- 9. TERMS OF REFERENCE FOR THE REGIONAL STEERING COMMITTEE**
- 10. REVIEW AND APPROVAL OF RECOMMENDATIONS OF THE STEERING COMMITTEE**
- 11. ADJOURNMENT CLOSURE.**

ANNOTATED AGENDA

WELCOME

The purpose of the meeting is to bring together the participating country representatives and leading implementing, executing and coordinating agencies in the region to:

- approve the activities related to the GEF-funded PDF-B project workplan,
- approve the budget for the PDF-B activities
- make and approve Steering Committee recommendations pertaining to the implementation of the PDF-B activities.

INTRODUCTIONS

- A round-table introduction of participants at the meeting.

The GEF and its International Waters Portfolio, and the Project Development Process

- An overview of the GEF and its International Waters portfolio, as well as of the project development and design process in order to better understand the expected outcomes of the current preparatory phase (PDF-B) of the CLME project.

LARGE MARINE ECOSYSTEMS

- An overview of the Large Marine Ecosystem Approach which has been adopted as an operational framework by several agencies, including the GEF

OVERVIEW OF THE CLME PROJECT

- Development of the CLME project and how its emphasis on transboundary living marine resource governance has come about.

The countries of the Caribbean and adjacent regions have repeatedly indicated the need for attention to shared living marine resource management at the regional and international levels through participation in regional arrangements, and through signing various international treaties and agreements. In response to this need, the overall objective of the project is the sustainable management of the shared living marine resources of the Caribbean LME and adjacent areas.

The GEF TDA/SAP Process

- A brief overview of the Transboundary Diagnostic Analysis (TDA) and Strategic Action Programme (SAP) methodology developed by the GEF International Waters Focal Area

Using the experience gained from a number of GEF projects to date, GEF has determined that undertaking a science-based TDA prior to the design of a SAP is appropriate for projects such as the CLME Project. The Transboundary Diagnostic Analysis (TDA), working with national experts, identifies the relative importance of the sources and causes of transboundary waters problems. Identified threats are prioritized and an analysis is carried out to understand cross-sectoral, biophysical, and socio-economic linkages. The TDA serves as an objective basis for a negotiated Strategic Action Programme, developed through a judiciously structured stakeholder consultation and involvement plan. This results in a shared vision of the Large Marine Ecosystem, and national and regional inter-sectoral agreement on reforms, actions and investments required to deliver it over several timeframes. The process is a unique tool that enables policy- and decision-makers to understand and prioritize components within a complex transboundary situation

Draft Project Implementation Plan and Budget

- A detailed presentation of the proposed PDF Block B activities and methodology for the CLME project, as outlined in the draft Project Implementation Plan. Mechanisms include the establishment of task teams, national inter-sectoral committees and the Regional Steering Committee and their related roles, composition and outputs. Information-sharing mechanisms, such as website, newsletter and IWLEARN, will also be discussed
- The budget and schedule of the project as per the approved PDF-B proposal/ProDoc will be presented.

Expected Outcome

- Steering Committee agreement and approval of the Project Implementation Plan and Budget, following a discussion of the mechanics of the implementation process and the budget.

National Inter-sectoral Participation and Coordination

- Plenary discussion on approaches to achieve and strengthen multi-sectoral input and broad-based stakeholder involvement that will ensure consensus-based, country-driven guidance and engagement to the activities and outputs of the CLME project.

To address the requirement for inputs from a broad cross-section of key stakeholders and beneficiaries of the project, each participating country has agreed that it will form an Inter-Ministerial/Inter-Sectoral review committee, or use a suitable existing national mechanism, that will provide cross-sectoral inputs to CLME project deliverables and to the deliberations on sub-regional transboundary living marine resources and associated technical/governance issues. The committee will also serve as a valuable mechanism to identify and include potential regional donors/partners in the Full Project proposal preparation process and to assist in the development of a full stakeholder involvement plan as required by GEF.

Expected Outcome

- Recommendations on approaches to be used to provide national inter-sectoral input into the development of the full project document that reflects the full support of the participating countries.
- Agreement on the specific role and responsibilities of the national CLME Focal Points in facilitating and championing the achievement of the CLME Project objectives at the country-wide level.

Building CLME Partnerships at the National, Regional and International levels

- Plenary discussion to identify and encourage partnerships that would enhance the success of the CLME project goals and objectives at multiple scales. Where possible, members are encouraged to share examples of existing national, regional and international partnerships as well as recommend new liaisons that might be pursued, based on the fulfilling the expectations of the project from both a country and donor agency perspective.

In addition to public sector and inter-agency partnerships, examples of potential partnerships include those with the NGO community and the private sector at multiple scales. Several NGOs have already expressed an interest in contributing to project activities. Potential activities that would benefit from partnerships include those addressing the requirement from GEF to implement demonstration activities that are potentially replicable within the project region or outside the region. The feasibility of potential demonstration activities within the CLME area that could be discussed and supported by GEF as initiating activities of the SAP include: MPAs for fisheries, management of trans-boundary stocks, fishers' information systems, ecosystem forecasting system etc.

Expected Outcome

- Recommendation on defined role and strong support of the CLME project from Regional Fisheries Management Organizations.
- Recommendations on expanding partnership involvement for specific activities with other donor organizations, NGOs and the private sector.

Terms of Reference for the Regional Steering Committee

- Review and discussion of the proposed Term of Reference for the Regional Steering Committee as described in the draft Project Implementation Plan.

The Regional Steering Committee (RSC) is responsible for reaching consensus on the strategic, integrated approach needed to pursue the CLME project goal of sustainable management of the shared living marine resources of the Caribbean LME and adjacent areas. The RSC will guide the development of more detailed objectives and actions for inclusion in the full Project Document, based on identification and agreement of major issues, root causes and actions that are required to achieve the project goal. The full Project Document is the principal deliverable of PDF-B phase of the CLME project and is to be submitted to the November 2007 GEF Work Program.

Expected Outcome

- Agreement and approval of the Terms of Reference for the Steering Committee, including membership, composition, roles and responsibilities.

Review and Approval of Recommendations by the Steering Committee

- Summation of actions arising from the recommendations of the Committee.

Expected Outcome

- Agreement and approval of the recommendations made at the First Regional Steering Committee of the CLME project.
- Agreement that a draft report of the meeting will be circulated to Committee members for their approval as soon as possible after the meeting and that a finalized report will be provided to a broad range of stakeholders.

Next Steps

- Agreement on next steps.

Adjournment

ANNEX II

LIST OF PARTICIPANTS

1. COUNTRIES

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ANNEX III

TERMS OF REFERENCE OF THE REGIONAL STEERING COMMITTEE

Mandate:

The Regional Steering Committee (RSC) is responsible for reaching consensus on the strategic, integrated approach needed to pursue the CLME project goal of sustainable management of the shared living marine resources of the Caribbean LME and adjacent areas. The RSC will guide the development of more detailed objectives and actions for inclusion in the full Project Document, based on identification and agreement on major issues, root causes and actions that are required to achieve the project goal. The full Project Document is the principal deliverable of PDF-B phase of the CLME project and is to be submitted to the November 2007 GEF Work Program.

In order to guide and inform its work, the RSC will receive all relevant documentation in a timely manner from the Project Unit.

Activities:

During the PDF-B phase of the CLME project, the Committee will pursue its mandate by reviewing and approving the following outputs of the PDF-B CLME Project:

Meeting 1

- the Project Implementation Plan;

Meeting 2

- the preliminary synthesis and interpretation of information in the Transboundary Diagnostic Assessment (TDA);
- the recommendations to the preliminary Strategic Action Program (SAP);
- the complete GEF Executive Summary and UNDP Project Document for submission to the November 2007 GEF Work Program

Membership:

To achieve its mandate, the Regional Steering Committee for the PDF-B phase of the CLME project should comprise the following members:

Full Members:

- a representative from each of the GEF-eligible countries;
- a representative from other Caribbean states and territories;
- representatives from the Implementing (UNDP) and Executing (IOC- UNESCO) Agencies, and other UN agencies such as FAO and UNEP; and,
- other relevant regional agencies and institutions with a specific mandate from their governing body (e.g. UWI, CRFM, OSPESCA, OLDEPESCA, ACS, OECS, CCAD).

With observer status:

- representatives from appropriate Non-Governmental Organizations, relevant GEF projects in the region, key industry sectors, and any other group as agreed to by the countries, the Implementing Agency and the Executing Agency.

ANNEX IV

STEERING COMMITTEE RECOMMENDATIONS

At the first Meeting of the Steering Committee of the GEF/UNDP/IOC-IOCARIBE project, *Sustainable Management of the Shared Living Marine Resources of the Caribbean Large Marine Ecosystem (CLME) and Adjacent Regions*, held in Panama City on 2-3 August 2006, representatives from participating countries and from regional and international organizations, reviewed a suite of issues related to the initiation of project activities, and required project deliverables.

In accordance with the agenda of the Meeting, the Steering Committee reviewed and adopted:

- the Project Implementation Plan and Budget presented by the Project Unit; and,
- Terms of Reference for the Steering Committee including membership, roles and responsibilities.

In the course of its deliberations, the Steering Committee also considered and adopted the following recommendations:

- The National Inter-ministerial/sectoral Committees, or their equivalent according to national circumstances, should play a decisive role in providing for cross-sectoral support to the project, in terms of inputs for the development of the preliminary TDA, guidance for preparation of the Full Project Document, and ensuring the commitment of a broad array of key stakeholders within each participating country.
- Country representatives/members of the Steering Committee, must articulate and facilitate the work of the National Inter-ministerial/sectoral Committee and can count on the support of the UNDP Country offices.
- The Implementing and Executing Agencies, in collaboration with the Project Unit, should explore the possibility of additional funds to support the activities of the National Inter-ministerial/sectoral Committees.
- The Project Unit should prepare a detailed list of all documents to be produced in the period before September 2007 indicating the probable dates for their distribution to the RSC members.
- The Project Unit should provide the national focal points with templates and protocols, in accordance to the work of each Task Team, to ensure consistency in the information and data requested.
- The project design should build upon and contribute, as appropriate, to existing initiatives and programmes at the national and regional levels.

- The project design should build upon best available science, existing ocean observing, and surveillance system and networks.
- Regional fisheries organizations (RFOs) should play a decisive role in the development and implementation of the Full Size project, and their role and contributions should be defined during the PDF-B stage. In this regard RFOs are encouraged to seek a mandate from their member countries.
- Partnerships with the NGOs, CBOs and the private sector at multiple scales should be explored and promoted as these can provide critical support to project objectives in terms of, for example, provision of information and data, synergies with existing initiatives and projects, and stakeholder buy-in. Key stakeholders and partner groups should be actively engaged as early as possible in the process.
- The Project design should explore the development of a robust Caribbean Large Marine Ecosystem education and public awareness strategy.
- The Project Unit and Implementing and Executing Agencies should take into consideration the outputs of the White Water to Blue Water Meeting held in Miami in March 2004 in the identification and definition of strategies for ensuring broad stakeholder participation.
- The Project Unit and Implementing and Executing Agencies should take into consideration all available information and all the support that research institutions in the region can provide.

ANNEX V

LIST OF ACRONYMS

CERMES	Centre for Resource Management and Environmental Studies
CLME	Caribbean Large Marine Ecosystem
CRFM	Caribbean Regional Fisheries Mechanism
FAO	Food and Agriculture Organization
GEF	Global Environment Facility
IOC	Intergovernmental Oceanographic Commission
IOCARIBE	IOC Sub-commission for the Caribbean and Adjacent Regions
NOAA	National Oceanic and Atmospheric Administration
OLDEPESCA	Latin American Organization for Fisheries Development
OECS	Organization of Eastern Caribbean States
OSPESCA	Organization for the Fishing and Aquaculture Sector of Central America
PDF-B	Project Development Facility- Phase B
PMU	Project Management Unit
SAP	Strategic Action Programme
TDA	Transboundary Diagnostic Analysis
TNC	The Nature Conservancy
UNDP	United Nations Development Program
UNESCO	United Nations Educational, Scientific and Cultural Organization
WECAFC	Western Central Atlantic Fisheries Commission

