



**UNDP/GEF PROJECT ENTITLED "REDUCING ENVIRONMENTAL STRESS IN THE
YELLOW SEA LARGE MARINE ECOSYSTEM"**

UNDP/GEF/YS/PSC.3/2 rev.2
Date: 8 November 2006
English only

**Third Meeting of the Project Steering Committee
for the UNDP/GEF Yellow Sea Project**
Jeju Island, Republic of Korea, 23-24 November 2006

Provisional Annotated Agenda

1. OPENING OF THE MEETING

The representative from the UNDP will open the meeting, and welcome participants. (S)he will briefly review the progresses of the project since the Second Project Steering Committee Meeting that was organised in Kunming, China, 19-20 December 2005 and outline the major tasks of this meeting.

1.1 Welcome addresses

The Representatives from the Governments of the participating countries will be invited to give opening addresses.

Representatives from UNDP, as the Implementing Agency, and UNOPS, as the Executing Agency will also be invited to make statements to the meeting.

1.2 Introduction of the members

Participants will be invited to give a self-introduction to the meeting. The provisional list of participants is provided in Document UNDP/GEF/YS/PSC.3/inf.2.

2. ORGANISATION OF THE MEETING

2.1 Election of Officers

In accordance with UN rules and procedures, members of the meeting will be invited to elect a Chairperson and a Vice Chairperson for the meeting. The Project Management Office (PMO) will serve as secretariat for the meeting.

2.2 Documentation Available to the Meeting

The Chairperson will invite the Secretariat to introduce the documents prepared for the meeting, referring to Document UNDP/GEF/YS/PSC.3/inf.1.

2.3 Organisation of Work

The Chairperson will invite the Secretariat to introduce this agenda item, referring to Document UNDP/GEF/YS/PSC.3/inf.3.

The meeting will be conducted in English.

3. ADOPTION OF THE MEETING AGENDA

The Chairperson will introduce the Provisional Agenda (Document UNDP/GEF/YS/PSC.3/1) and Provisional Annotated Agenda (Document UNDP/GEF/YS/PSC.3/2), prepared by the Secretariat.

The meeting will be invited to propose any amendments, and additional items for consideration of the meeting, and adopt the agenda.

4. PROJECT MANAGER'S REPORT ON THE IMPLEMENTATION OF PROJECT ACTIVITIES

The Chairperson will invite the Project Manager to give his report on the implementation of project activities since the last PSC Meeting. The report (Document UNDP/GEF/YS/RSP.3/4) will cover the following:

4.1 Implementation of Project Activities

The Project Manager will report on the implementation of project activities including the following elements:

- Major achievements of the Project since the last meeting
- Activities of the Regional Working Groups (including data & information collection, regional synthesis)
- TDA preparation
- Public awareness activities
- Planning for the Co-operative Study Cruises
- Cross-component issues
- Challenges to implementation of project activities
- Recommendations for future implementation

4.2 Co-operation with other Organisations and Projects

The Project Manager will report on co-operation with other organisations and projects in the region, including the signing of MOUs or Letters of Agreement, the establishment of partnerships with relevant organisations, and other co-operative agreements. It will be noted by the Project Manager that co-operation includes a wide range of institutions, including UN agencies, NGOs, and the private sector.

4.3 Report on the Project Management Office (PMO)

The Project Manager will report on the operation of the Project Management Office (PMO). The following information will be provided to the meeting:

- (i) An update on the PMO staffing situation; and

- (ii) Information Dissemination - The project website, e-newsletters, paper newsletter, and partnership website have been developed to provide project information to all interested parties. Quarterly newsletters were prepared, and widely distributed to all organisations, projects and individuals. Meeting reports and documents were also distributed online.

4.4 Financial Report

The Project Manager will present a financial report for the project, covering the 2006 fiscal year. Reference will also be made to the expenditures of 2005.

The meeting will be invited to discuss the Project Manager's report, make suggestions for improvement, and adopt the report.

5. REPORT FROM THE CHAIRPERSON OF THE RSTP ON THE OUTCOMES OF THE 3RD MEETING OF THE REGIONAL SCIENTIFIC AND TECHNICAL PANEL (RSTP)

The Chairperson of the Regional Scientific and Technical Panel (RSTP) Meeting will be invited to report the outcomes of the Third Meeting of the RSTP (Document UNDP/GEF/YS/RSP.3/3), including:

- 5.1 Summary of national and regional project implementation
- 5.2 National data & information collection activity
- 5.3 Transboundary Diagnostic Analysis (TDA) and causal chain analysis
- 5.4 Environmental valuation and governance analysis
- 5.5 Regional GIS and meta databases
- 5.6 Co-operative cruise (winter cruise)
- 5.7 Recommendations from the 3rd RSTP Meeting that require PSC approval

The meeting will be invited to consider the report and recommendations from the RSTP meeting, amend them if necessary and appropriate, and adopt the reports and approve the recommendations.

6. INVOLVEMENT OF DPR KOREA IN THE PROJECT

Following the decision of the PSC decisions on the involvement of DPR Korea, in particular the one agreed at the Second Meeting:

"The PSC instructed the PMO to continue working with the relevant national authorities of DPRK to facilitate its full participation in the YSLME Project."

The Project Manager will be invited to inform the meeting the current development in this regard (Document UNDP/GEF/YS/PSC.3/5), in particular the meeting will be informed that the endorsement letter from DPR Korea was received by the PMO on 2 November 2006.

The meeting will be invited to review the past decisions on this matter, and to consider appropriate arrangement for involvement of DPR Korea in the project.

7. NGO AND PRIVATE SECTOR'S MEMBERSHIP IN PSC

The Chairperson will invite the Project Manager to report on this issue. With reference to the discussions and agreements of the 2nd PSC Meeting and the 3rd

RSTP Meeting, the Project Manager will present Document UNDP/GEF/YS/PSC.3/6, which describes guidelines and recommendations to invite NGOs and private sectors to the PSC as full members.

The meeting will be invited to consider the guidelines prepared by the PMO and to agree on the level of membership that the PSC should grant to NGOs and private sectors.

8. PROPOSED WORKPLAN AND BUDGET FOR 2007 AND ONWARDS

The Chairperson will invite the Project Manager to present the proposed project budget for 2007 and onwards (Document UNDP/GEF/YS/RSP.3/12) and the proposed workplan for 2007 (Document UNDP/GEF/YS/RSP.3/13), both of which were reviewed and recommended by the 3rd RSTP.

The meeting will be invited to consider the budget for 2007 (and onwards) and the workplan for 2007, amend these documents as necessary, and agree on the proposals.

9. OTHER BUSINESS

Members will be invited to raise any other issues needed to be considered by this meeting.

10. DATE AND VENUE OF NEXT PSC MEETING

Members will be invited to offer to host the next PSC Meeting.

Members will consider and agree on the venue for the next meeting.

11. ADOPTION OF THE MEETING REPORT

The Chairperson will lead the adoption of the draft meeting report prepared by the Secretariat (Document UNDP/GEF/YS/PSC.3/3).

The draft report will be discussed, amended and adopted by the meeting.

12. CLOSURE OF THE MEETING

The Chairperson will call a motion to close the meeting.