



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

UNDP/GEF/YS/RSP-SPSC.3/2
Date: 23 April 2013
English only

**Special Meeting of the Project Steering Committee
For the UNDP/GEF Yellow Sea Project
Jeju, RO Korea, 8-9 May 2013**

Annotated Provisional Agenda

1. OPENING OF THE MEETING

1.1 Welcome addresses

The representative from the UNDP will open the meeting and welcome participants. A brief overview will be given of the project's progress since the last Project Steering Committee (PSC) meeting, with special reference to the preparation of the Project Document, and the major tasks of this meeting will be outlined.

The representative from each delegation of the participating countries will be invited to give opening addresses.

Observers will also be invited to address 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/ SPSC.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.

2.2 Meeting documents

The Chairperson will invite the Secretariat to introduce the documents prepared for the meeting, referring to Document UNDP/GEF/YS/ SPSC.8/inf.2.

2.3 Organisation of work

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

3. ADOPTION OF THE MEETING AGENDA

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

The meeting will be invited to propose any amendments and additional items for consideration by the meeting; then, the agenda will be adopted.

4. REPORT ON PREPARATION OF THE PROJECT DOCUMENT

4.1 Preparation and Approval of the Programmatic Approach in the East Asian Seas Region

The Chairperson will invite the secretariat give a brief presentation on the preparation and approval of the programmatic approach in the East Asian Seas region, to provide background information for the considerations of the YSLME Project Document

4.2 Preparation and Technical Clearance of the PIF

The Chairperson will invite the secretariat give a brief presentation on the preparation and Technical Clearance of the PIF, as background information for the considerations of the YSLME Project Document

4.3 Preparation of the Revised Project Document

Keeping in mind the detailed presentation will be given in the next agenda item, the Chairperson will invite secretariat to give brief information on the historical information and process of the preparing the Project Document. The contents of the Project Document will be provided in the next agenda item.

4.4 Consultation on the Revised Project Document

The Chairperson will invite the secretariat to provide information on the national consultations on the revised Project Document, through the national workshops

The meeting will be invited to take note on the information provided as background information for the consideration and approval of the document.

5. CONSIDERATIONS AND APPROVAL OF THE PROJECT DOCUMENT

5.1 Considerations of the Project Document

The Chairperson will invite the secretariat to give a presentation on the contents of the Project Document, with special reference to the major changes made since the last discussions on the document. It is anticipated that the agreements would be reached in all remaining issues, including the location of the PMO.

The meeting will be invited to provide comments and suggestions to improve and finalise the document.

5.2 Other Required Documents

Considering the requirements for the GEF CEO's endorsement, the representative of UNDP/GEF will be invited to provide information on the other documents needed for the endorsement, and relevant procedures and timeframe.

5.3 Agreement in Submitting the Project Document for GEF CEO's Endorsement

With all the information provided, the meeting will be also invited to seek agreement in submitting the document to the GEF Secretariat for the GEF CEO's endorsement.

6. CONSIDERATIONS OF THE ARRANGEMENTS FOR SMOOTH TRANSITION TO THE PROJECT'S NEXT PHASE

Considering the current operation of the Project Management Office (PMO), and budget available for the continued operation, it is critically important for the meeting to consider smooth transition of the project from the current phase to the next phase. If necessary, meeting will be invited to consider and agreed on the necessary arrangement, including the closure of the current project.

7. CO-OPERATION WITH OTHER ORGANISATIONS

The Chairperson will invite representatives from other organisations and projects to provide information on the co-operation and co-ordination of relevant activities with the project, in particular the project's next phase.

The meeting will be invited to provide guidelines on future co-operation following the approval of the project's next phase.

8. OTHER BUSINESS

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

9. 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.8/3).

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

10. CLOSURE OF THE MEETING

The Chairperson will call a motion to close the meeting.