



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

Report

**First Regional Technical Meeting on Preparation of the
Implementation Plan
for the UNDP/GEF Yellow Sea Project**

Beijing, China, 14-16 December 2004

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1 OPENING OF THE MEETING

1.1 On behalf of the UNDP Korea Office, and the Principle Project Representative (PPR), Ms. Hyun-Shin Lee, opened the meeting. She welcomed all participants to the meeting. She thanked the State Oceanic Administration (SOA), Government of China, for hosting the first meeting of the project in Beijing, and for the kind support provided to the organisation of the meeting.

1.2 Ms. Lee briefly informed the meeting about the recent development of the project, including the recruitment of the Chief Technical Advisor (CTA), also known as the Project Manager. She noted that the Project Document was approved some 4 years ago, and incurred some changes in project inception since then. She also noted that it was necessary to review the Project Document, make suggestions for any necessary modifications, and prepare an Implementation Plan to be approved by the Project Steering Committee. Ms. Lee referred to the invitation letter sent by the Project Manager to all meeting participants, and reiterated the process of the Inception Phase of the project and the objectives of the meeting.

1.3 Ms. Lee informed the meeting of the establishment of the Project Management Office (PMO) in Ansan, Korea, with generous support from the Government of the Republic of Korea, in particular, the Korea Ocean Research and Development Institute (KORDI).

1.1 Welcome Addresses

1.1.1 Mr. Haiqing Li, Director-General, Department of International Co-operation, State Oceanic Administration (SOA), welcomed all participants to Beijing to attend this important meeting. He congratulated the CTA on his appointment to the project, and expressed his willingness to fulfil close co-operation of all the project stakeholders and fruitful results to be generated by the project. He expressed his satisfaction on the high quality of the meeting documents prepared by the Project Management Office, and timely delivery to the participants, which showed a good start to the project.

1.1.2 Mr. Li indicated to the meeting that the preparation of the project started in 1993, and it took about eleven years to become operational. Mr. Li also commented that, despite the delay in project implementation, all the participating countries and stakeholders still show a high level of interest and enthusiasm in co-operative implementation of the defined project activities.

1.1.3 Mr. Li expressed his sincere wishes that the Yellow Sea should be a sea of peace, a sea of friendship, and a sea of co-operation.

1.1.4 On behalf of the Government of the Republic of Korea, Mr. Sung-Ho Joo expressed sincere thanks to the Government of China for hosting the meeting. He congratulated UNDP for the opening and operation of the Project Management Office for the UNDP/GEF Yellow Sea project in Ansan, Korea.

1.1.5 Mr. Joo emphasized that Korea is highly dependent on the Yellow Sea for her economic development and social well-being, despite the Yellow Sea receiving serious environment stress from human activities. However, Mr. Joo was confident that this project would assist the government to prepare the necessary national policies in protecting the marine environment and sustainable use of natural resources in the Yellow Sea.

1.1.6 Mr. Joo indicated to the meeting that all stakeholders of the project and the Project Management Office should take all possible actions to explore the possibility to involve Democratic People's Republic of Korea (DPRK) in the project.

1.2 Introduction of the Members

1.2.1 The participants were invited to give self-introductions, including their names, institutions and functions in this project. The list of participants is provided as Annex 1 to this report.

2 ORGANISATION OF THE MEETING

2.1 Election of Officers

2.1.1 Mr. Haiqing Li from China nominated Mr. Yihang Jiang, the Chief Technical Advisor (CTA), (the Project Manager)¹, to be the Chairperson of this technical meeting, based on his experiences working in UN organisations, organising international meetings, and understanding of the project activities.

2.1.2 The nomination was seconded by Mr. Sung-Ho Joo from Korea. Mr. Joo indicated that besides the reasons provided by Mr. Li, the Project Manager has a neutral position in project implementation. Mr. Yihang Jiang was duly elected as the Chairperson of the meeting.

2.1.3 The meeting further agreed that Prof. Mingyuan Zhu and Dr. Seong-Hwan Pae should act as co-Rapporteurs of the meeting.

2.2 Documentation Available to the Meeting

2.2.1 The Chairperson introduced this agenda item. Referring to Document UNDP/GEF/YS/ RSTP.1/inf.2, Mr. Jiang informed the meeting that all meeting documents prepared by the Project Management Office were based on the previous agreements reached during the PDF-B Phase of the project, and took into consideration the situation changes since the final Project Document was endorsed by the GEF Chief Executive Officer.

2.2.2 Mr. Jiang informed the meeting that the documents were divided into two categories: (1) the working documents, and (2) the information documents. The basic working document was the Annotated Provisional Agenda, which provided information to the participants on the actions needed to be taken in the respective agenda items.

2.3 Organisation of Work

2.3.1 The Chairperson informed the meeting about the organisation of work. It was agreed that, due to the nature of the agenda items to be discussed, the meeting would be organised in plenary as far as possible. Sessional working groups would be formed to discuss special issues if deemed necessary.

2.3.2 He informed the meeting that a provisional working programme for this meeting was prepared by PMO, and presented in Document UNDP/GEF/YS/RSTP.1/inf.3.

2.3.3 The meeting was conducted in English.

¹ In the context of this project, the Chief Technical Advisor (CTA) is also referred as the Project Manager.

3 ADOPTION OF THE MEETING AGENDA

3.1 The Chairperson introduced the Provisional Agenda (Document UNDP/GEF/YS/RSTP.1/1) and Annotated Provisional Agenda (Document UNDP/GEF/YS/RSTP.1/2), prepared by the Project Management Office.

3.2 Dr. Suam Kim from Korea, suggested that, as some of the participants were not familiar with the history of the project's development, it would be useful to add an additional agenda item to provide a brief history of the project.

3.3 The meeting agreed to add a separate agenda item named, "Brief Introduction on the Project Development."

3.4 The meeting adopted the agenda with the above modification. The meeting agenda is attached as Annex 2 to this report.

4 BRIEF INTRODUCTION ON THE PROJECT DEVELOPMENT

4.1 Based on his long involvement in the project, and excellent understanding of the history of the project, Dr. Hyung-Tack Huh from Korea, provided some information on the project's development. He reviewed the three phases of the development of the project, including the PDF-B Phase. He informed the meeting that:

- The PDF-B Phase started in 1998;
- The major activities were carried out between 1998 and 1999. The relevant activities included national inter-ministry committee meetings and national stakeholders' meetings in the participating countries;
- The Project Document was submitted to the GEF Council in January 2000;
- The GEF Council approved the Project Document in May 2000, for 14.4 million US Dollars;
- UNOPS and UNDP signed the final document in 2003;
- Ministry of Foreign Affairs and Trade, Korea, signed the final document in June 2003;
- Ministry of Finance, China, signed on 12 April 2004;
- The interviews to recruit the CTA were carried out in June 2004; and
- The CTA assumed his duty in mid September 2004.

4.2 Prof. Mingyuan Zhu and Dr. Shin-Jae Yoo provided supplementary information to the meeting, regarding the development of the project.

4.3 The meeting noted the information provided by the experts, and agreed to take full consideration of the information during the preparation of the Implementation Plan of the project.

5 CONSIDERATION OF THE PROJECT IMPLEMENTATION PLAN

5.1 The Project Manager informed the meeting of the activities and achievements since September 2004, following his arrival in the Project Management Office. He updated the meeting on the following aspects:

Project Personnel:

- CTA (Project Manager) arrived in Ansan, Korea on 15 September 2004 to assume his duty;
- Administration & Financial Officer was appointed, and started work on 1 December 2004;
- Environment Management Officer and Fisheries Officer have been appointed, and the recruitment process is currently underway;
- Admin Assistant appointed, and will start her duty on 1 January 2005; and
- Environment Economics Officer, Secretary and IT Support staff positions have been advertised.

Project Management Office:

- Temporary offices were provided by KORDI;
- Basic furniture, computers, telephones, copy machine, fax machine provided by KORDI as promised by the Government of Korea as part of the in-kind contribution;
- Host agreement between KORDI and PMO signed on 10 December 2004;
- Draft MOU with World Wide Fund for Nature (WWF) prepared, and is being finalised;
- Other furniture, office equipment are being ordered; and
- Bank account for the project will be opened soon.

5.2 The Project Manager encouraged the participants of the meeting to assist in finding suitable experts on resource valuation, as this post (Environment Economics Officer) is critical for the successful implementation of the project activities, in particular, for the preparation of the Strategic Action Programme (SAP), as there will be substantive inputs needed for the incremental costs analysis.

5.3 The Project Manager also informed the meeting that the major objectives of the meeting are:

- (i) To review the Project Document approved by GEF council, May 2000, and identify necessary modifications for project implementation; and
- (ii) To discuss and agree on the major elements of the project implementation plan, including the project structure, detailed activities to achieve the objectives of the project, project budget for activity implementation workplan and time table .

5.4 He further informed the meeting that based on the outcomes and agreements of the meeting, the Project Management Office will prepare a draft implementation plan of the project. The plan will be discussed at the Second Regional Technical Meeting. The agreements and recommendations will then be submitted to the First Meeting of the Project Steering Committee for consideration and approval.

5.1 Review of the Proposed Project Structure

5.1.1 The Chairperson presented the revised draft project structure, and outlined the reasons for necessary modifications, and proposed changes.

- (i) As UNDP and UNOPS are, respectively, the implementing agency and executing agency for the project, and are members of the Project Steering Committee, as stated in the Terms of Reference, it is necessary to add both organisations into the project structure chart;
- (ii) As the project structure chart shows organisational linkages, and the National Focal Points (NFPs) and the National Project Co-ordinators (NPCs) are the Chairperson

and the Secretary for the Inter-ministerial Committee, the NFP and NPC should be included in the IMCF; and

- (iii) The scientific and technical issues are critically important for successful implementation of the project activities, and these issues are different from those related to policy issues, therefore it was suggested that a “Scientific and Technical Panel” be established within the project structure.

5.1.2 With the above-mentioned considerations, and based on the agreements during the PDF-B Phase, Mr. Jiang presented the modified project structure to the meeting. He informed the meeting that the Terms of Reference for the Regional Scientific & Technical Panel was prepared by the Project Management Office, and was also presented to the meeting.

5.1.3 The meeting discussed the modifications proposed by the Project Manager, and reached the following agreements:

- (i) The meeting felt that it was appropriate to change the Strategic Management Advisory Group to a Regional Scientific and Technical Panel, which will ensure more effective implementation of the project. The Terms of Reference for the RSTP was accepted by the meeting;
- (ii) It was recommended that the relevant management functions should be included in the Terms of Reference of the Project Steering Committee to allow management decisions to be taken during the meetings of the Project Steering Committee. It was also suggested that the top-down process between PSC and RSTP should be included in the structure;
- (iii) Following clarifications and explanations on the proposed modifications in the project structure, the meeting agreed to recommend these to the Project Steering Committee for acceptance;
- (iv) The NGOs and private sector’s participation in the PSC at a later stage according to the TOR in the Project Document (prodoc) was raised. The selection process, timeline to be on board, their status in the project, etc. should be clarified. The participants expressed a number of views on the roles of NGOs, and the Project Manager used the Partnerships in Environmental Management for the Seas of East Asia (PEMSEA) Project as an example that NGOs participate in the PSC meeting as observers and do not have authority to make decisions, but indirectly help make decisions. The Project Manager will continue to consult with various concerned people and prepare a proposal to be submitted to the 2nd meeting of PSC for review and approval; and
- (v) The importance of Local Government participation was reiterated by participants with the agreement of the Project Manager. The Project Manager clarified that local government participation would be within the national co-ordination mechanism, but not included in PSC.

5.1.4 The Chairperson invited Mr Haqing Li to provide information on the issue of the National Project Co-ordinator, and background on the agreement of this issue.

5.1.5 Mr. Li informed the meeting that the issue of the National Project Co-ordinator was discussed during the PDF-B Phase. According to Mr. Li’s recollection, it was suggested that the national co-ordination role should be covered by the respective governments, as a full time job.

5.1.6 Mr. Dong-Sik Woo expressed that it would be difficult for the Government of the Republic of Korea to provide in-cash contribution to cover the salary of the NPC. It would be, however, appropriate for the Government to provide in-kind support to the project activities as co-financing. He asked to consider the possibility to increase the budget allocation for this purpose. The meeting realised this issue required further consideration by the participating countries. It was agreed that this issue would be discussed by the Second Regional Technical Meeting, taking into account that the different countries may have different arrangements for national co-ordination.

5.1.7 The modified project structure is attached as Annex 3 to this report.

5.2 Proposed Project Activities

5.2.1 The Project Manager introduced this sub-agenda item, referring to Document UNDP/GEF/YS/RSTP.1/4. He informed the meeting that based on the agreements in the Project Document, the Project Management Office prepared recommendations for actions to be taken to fulfil the agreements reached during the PDF-B Phase. In addition, the recommendations provided an outline on activity implementation, including logical framework and timeframe for completion.

5.2.2 The Project Manager noted that the actions proposed were informally discussed with individual experts involved in the PDF-B Phase, and received favourable comments. Following the planning of the actions and activities, the workplan of the project components, major items of contracts, and major agenda items of various meetings will be defined. He then went into detail on the table presenting the outcomes of these considerations and recommendations.

5.2.3 The meeting noted that the agreed activities covered a very wide range of actions, which required a lot of resources to complete the work. Therefore, there is a need for the project stakeholders to consider again the priority and focal areas for the actions to be taken in the project.

5.2.4 Following clarifications of several issues in the proposed activities, the meeting agreed to set up 5 sessional working groups to discuss and modify the proposed activities, and report back to the plenary session. The Project Manager suggested that each working group should prepare the background justifications of the modifications/revisions of their project activities, and include a more focused and practical method to implement each activity.

5.2.5 After extensive discussions by the sessional working groups, the outcomes of the discussions were reported back to the plenary session. The revised table of the Implementation Plan is attached as Annex 4. It was noted by the meeting that the activities proposed by the documents were re-considered and modified according to the scientific understanding of the meeting experts.

5.2.6 The following issues were discussed during the meeting:

- (i) Clarification was required by the sessional working groups on the institutional consultant contracts. The Project Manager explained that one of the objectives of the project is to strengthen the national institutional capacities in protection of marine environment and sustainable use of coastal and marine resources. It was suggested that more resources should be used for the institutional contracts;
- (ii) It was also clarified that, as the Project Document was adopted around four years ago, changes in the activities agreed by the project stakeholders should be allowed to meet the current requirements from the participating countries;

- (iii) It was mentioned that budgetary requirements for carrying out scientific and technical activities are necessary to provide basic information for management use. However, the meeting was asked to take note of the limitation of available resources for the project, and to focus the project activities on addressing management issues;
- (iv) It was noted by the meeting that most activities under the project components were rationalised based on the proposals prepared by the Project Management Office, which made more technical sense. However, the activities now require more financial resources than the allowable budget;
- (v) The Project Manager clarified the training and intern programmes stated in the Project Document. . The training programme will be for all levels of concerned people to increase awareness of the issues. Regarding the Intern Programme, while some participants felt the programme would be very useful for increasing national capacity in managing the multi-national projects, and familiarising themselves with United Nations rules and regulations, Mr. Dong-Sik Woo questioned the necessity of the intern program due to the budgetary limitations and its indirect relevance to the Project. So, he suggested further consideration is needed on this matter. This issue will be discussed again in the next meeting;
- (vi) The meeting recognised the importance of data and information management for the success of the project, and realised that there is a need to co-operate and co-ordinate the relevant activities with other regional and international projects and programmes, such as NEAR-GOOS, IOC/WESTPAC, and NOWPAP. The secondary data generated from the models should be developed;
- (vii) The meeting recognised that although there were some surveys in the Yellow Sea areas, there is a general lack of up-to-date basin scale surveys to understand the current status of fisheries resources and ecosystem functions. There is a need to carry out seasonal surveys covering the entire Yellow Sea area for three years. The meeting also noted that it was difficult to cover the costs for the proposed surveys. There is a need to identify the necessary co-financing source from participating countries for this purpose;
- (viii) The Project Manager noted that in order to strengthen institutional capacities in the participating countries, there is a need to balance the tender of institutional and consultant contracts for the activities. The meeting agreed to the proposed approach;
- (ix) There were several cross-component issues that required consideration , and the meeting discussed this issue substantively and reached agreement as shown in Table 1; and
- (x) The participants recognized the need for clarification on some project activity terminology stated in the Project Document, e.g. catastrophic, emergency situation, stakeholders, etc.

5.2.7 The representatives from WWF and Wetlands International gave short presentations on the activities carried out by their organisations in the Yellow Sea area. Examples were provided on how their activities could contribute to the goals and objectives of the Yellow Sea Project. The meeting felt that co-operation and co-ordination are necessary to maximise the benefits from the project.

5.2.8 The meeting agreed to broadly consider the financial requirements of the project activities in the next agenda item, while the detailed project budget would be considered at the Second Regional Technical Meeting to be organised in Korea.

5.3 Consideration of the Project Budget

5.3.1 The Project Manager gave a presentation on this agenda item, referring to Document UNDP/GEF/YS/ RSTP.1/5.

5.3.2 The Project Manager informed the meeting that since the approval of the Project Document by the GEF Council, about four years have been passed. During this period, a lot of changes occurred, and it is necessary to modify the Project Document, including the budget. The major considerations are as follows:

- (i) The Project Document allows for only one professional staff in the last two years of the project. However, considering that the last two years will be a critical period for delivery of the project outcomes, in particular, for finalisation of the SAP, and the implementation of demonstration activities for the SAP, the involvement of necessary staff will be very important to co-ordinate the activities of all project components. The increase in budget would be covered partially by reducing the costs of international consultants, as expertise would have been increased in the region during the first four years;
- (ii) Since UN salary scales for the project staff have been largely changed during the last 4 years, it is necessary to adjust the relevant budget lines;
- (iii) As the detailed activities to achieve the objectives of the project have been prepared, it is necessary to match the respective budget allocations to the project activities as discussed in the previous agenda item;
- (iv) Other aspects have also been changed, which requires the modifications of the project budget. For instance, due to the rapid development of electronic technology, there is a need to have a young IT staff in the Project Management Office, to more efficiently apply the new technology to benefit the project's outcomes. To meet this requirement, the receptionist in the Project Document is proposed to be changed to a young IT support staff; and
- (v) Considering one of the objectives of the project is to enhance the national capacity in regional co-operation and co-ordination for protection of marine and coastal environments and sustainable use of marine resources, an intern programme is proposed to provide opportunities for younger experts/the concerned government officials to familiarize themselves with the operation and implementation of the relevant regional and international activities.

5.3.3 The Project Manager also informed the meeting that during the discussion on the budget issue, not only the budget allocated by GEF needs to be considered, but the co-financing sources identified by the participating countries also need to be considered. He suggested that the meeting review the commitments from participating countries, and provide information on how these co-financing commitments, both in cash and in kind, could be allocated to the agreed project activities.

5.3.4 Dr. Huh praised the good work and outcomes achieved by the Project Management Office in a very short period of time, but raised his concern on the increase of project personnel costs, and decrease of the allocation for project implementation.

5.3.5 The Project Manager informed the meeting that a strong and stable team in the Project Management Office would ensure smooth implementation of the approved project activities, and timely delivery of project outcomes. While the proposed budget increased the salary of the project staff, there was also a proposal in reducing the costs of consultancy fees. He provided examples of some successful project implementations, and emphasised that a strong project management team is critical for the successful implementation of the project.

5.3.6 With the explanations, the meeting realized the need for the proposed changes in the professional staff. However, the meeting instructed the Project Manager to carefully examine the project budget again, and provide to the next technical meeting a revised budget.

5.3.7 Mr. Woo requested clarification on the procedure to change the titles of the professional staff of the project, and indicated that the participating governments need to be consulted on this matter. Also, it was raised that since the PMO staffs are also professional level staffs, they should carry out more substantive and important work rather than focusing on routine tasks which may not require an expert to perform. Accordingly, the draft of Transboundary Diagnostic Analysis/Strategic Action Programme (TDA/SAP) can be prepared by the PMO so that the budget for the consultant of TDA/SAP could be utilized for other purposes.

5.3.8 The Project Manager explained the changes, and indicated that there were attempts to consult with respective governments before the changes were made. Due to communication problems, it was not feasible at that time. However, he definitely consulted this matter with UNDP and UNOPS and had the agreement from these two offices. He informed the meeting that in the future, the important issues of the project would be discussed and agreed by all stakeholders of the project. Regarding the draft TDA/SAP, as it required substantive experience and knowledge to develop and finalize, the Project Manager explained that this activity still required a senior level consultant.

5.3.9 The Project Manager also explained that, considering the important roles and responsibilities of the Project Manager, UNDP/UNOPS usually is flexible as much as possible within UNDP/UNOPS rules and regulations so that the Project Manager can manage and coordinate the project and the office efficiently under his leadership. It was reiterated that better communications with each participating government is very important, and UNDP and PMO will try to establish optimal communication channels.

5.3.10 The meeting considered the budget issue in general, and accepted the proposal made by the Chairperson to prioritise the project activities in order to fit the budgetary conditions of the project. The sessional working groups reconvened to produce priority lists of the proposed activities.

5.3.11 The sessional working groups reported back to the plenary session on the proposed lists of priorities. The meeting discussed the outcomes of the group discussions, and made necessary suggestions and modifications on the outcomes of the sessional working groups.

5.3.12 The meeting expressed appreciation for the good work accomplished by the groups with the priority lists. However, it was also recognised that there were some imbalanced considerations in some components with regard to the data collection and management requirements of the project.

5.3.13 The meeting agreed to give certain authorisation and flexibility to the Project Manager to consider the management requirements and the major project outcomes, and to prepare the next version of the major elements of the implementation plan. The revised

implementation plan needs to be submitted for discussion at the Second Regional Technical Meeting for consideration.

5.3.14 The meeting noticed the different view of the sessional working group for investment, and extensively discussed the following two issues:

- (i) Regarding the intern programme proposed in the preliminary draft budget, Mr. Woo indicated that there is a need to re-consider the necessity of the programme.

The Project Manager provided information and clarifications on this programme, indicating that this programme aims to provide opportunities for young government officers and/or scientists to familiarise themselves with the operation and implementation of UN and GEF projects, and to upgrade capacity of the participating countries in the relevant field.

Mr. Haiqing Li emphasised the importance of the programme to the Government of China for capacity building of the country, which is also one of the objectives of many GEF projects. He further informed the meeting that this is a common practice of many other GEF projects, and the programmes have shown great benefits to the participating countries.

Mr. Woo expressed full understanding of the clarification and information provided by the Project Manager and Mr. Li. The meeting agreed to discuss this matter again at the Second Regional Technical Meeting.

- (ii) Mr. Woo raised the question on whether or not the preparation of the regional TDA could be completed by the staff of the Project Management Office, instead of being carried out by a consultant.

The Project Manager clarified that the preparation of TDA requires special knowledge and experiences. The staff in the Project Management Office is mainly charged with the tasks of management and implementation of the project activities, which require different experience and knowledge.

The meeting understood the explanations provided by the Project Manager, but realised that there is a need to have further considerations. This issue will be discussed again at the Second Regional Technical Meeting.

5.4 Workplan and Timetable for the Project Implementation

5.4.1 The Project Manager introduced the workplan and timetable for project implementation. He indicated that, as the activities discussed in the previous agenda items will be modified and discussed again, the detailed workplan will be prepared accordingly, and discussed at the Second Regional Technical Meeting.

5.4.2 The meeting discussed two relevant issues on this agenda item:

5.4.3 With regard to the plans to prepare the TDA, Strategic Action Programme (SAP), and demonstration and pilot activities of SAP, the Project Manager proposed that these three phases would be changed to the 2-2-1 year of distribution of the time with certain overlaps between the phases, instead of the 1-2-2 distribution as indicated in the Project Document. On other words, preparation of TDA would take 2 years; SAP, 2 years; and implementing demonstration activities of SAP, 1 years. The major justification of the change was that the preparation of a regional TDA requires longer time than was originally envisioned, and will provide the basis for management consideration. He further proposed preparation of regional SAP would start first to facilitate the national SAP addressing

regional priorities. The meeting agreed to the proposals made by the Project Manager, and instructed him to modify the relevant activities according to this arrangement.

5.4.4 The meeting also considered the sequences of major activities of the project, and agreed to prepare a regional TDA first; prepare the regional SAP second; prepare the national SAP third; and implement demonstration and pilot activities of the regional SAP last. It was confirmed by the meeting that this approach would better address regional and transboundary issues of the Yellow Sea.

6 GENERAL CONSIDERATION OF THE FIRST MEETING OF THE PROJECT STEERING COMMITTEE

6.1 The Chairperson informed the meeting that the First Regional Technical Meeting considered the major elements of the project implementation plan, including the project structure, the project activities and actions, the project budget and the workplan. Following the current agreements, the Project Management Office will prepare a revised version of the implementation plan, to be presented to the Second Regional Technical Meeting for discussion. Any modifications of the document will then be recommended to the Project Steering Committee for approval.

6.2 The Chairperson also informed the meeting that after consultation with relevant partners of the project, it was suggested that the First Meeting of the Project Steering Committee would be organised in Korea, sometime at the end of February 2005. Immediately before the PSC meeting, an official launching ceremony will be organised. It is anticipated that high level government officials from the participating countries and senior staff from the Implementing Agency and Executing Agency would participate in the opening ceremony.

6.3 The Project Manager invited the meeting to consider the possible dates for these events. In order to have high level governmental officers and senior staff participate in the events, the meeting should decide on the dates as soon as possible.

6.4 The meeting considered the possibility to organise the 2nd Regional Technical Meeting back to back with the Project Steering Committee Meeting.

6.5 After careful consideration of various options, the meeting agreed that the 2nd Regional Technical Meeting should be organised back to back with the First Project Steering Committee meeting, preferably in the late part of February 2005, to save one travel for the participants from outside Korea. The Project Management Office should communicate with all partners concerned and decide the final dates for the meeting.

6.6 The Project Manger informed the meeting that the co-financing resources agreed by the participating governments during the PDF-B Phase need to be reviewed and confirmed by the respective governments. Taking into consideration the delay in project implementation and changes made in the project activities, the meeting concurred that the agreed amount of co-financing from the governments should be maintained. This issue will be discussed at the 2nd Regional Technical Meeting and the allocation of the resources to the respective project activities will be confirmed at that time.

7 OTHER BUSINESS

7.1 The Chairperson invited all members to raise any other issues that needed to be considered by this meeting, under this agenda item.

7.2 There was no another issue raised by the participants.

8 ADOPTION OF THE MEETING REPORT

8.1 The Chairperson led the discussion of the draft meeting report prepared by the secretariat. The draft report was discussed, amended and adopted by the meeting.

9 CLOSURE OF THE MEETING

9.1 The Chairperson thanked all participants for their hard work and active participation in the meeting, which were essential for the success of the meeting. He expressed his appreciation to the participating governments, UNDP, UNOPS and others involved in the preparation of the meeting.

9.2 On behalf of all participants, Mr. Tobai thanked the Chairperson of the meeting for his hard work and guidance to the meeting.

9.3 The meeting was closed at 19:00 hours, on 16 December 2004.

Annex 1

List of Participants

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Annex 2

Agenda

1. OPENING OF THE MEETING

- 1.1 Welcome addresses
- 1.2 Introduction of the members

2. ORGANISATION OF THE MEETING

- 2.1 Election of Officers
- 2.2 Documentation available to the Meeting
- 2.3 Organisation of Work

3. ADOPTION OF THE MEETING AGENDA

4. BRIEF INTRODUCTION ON THE PROJECT DEVELOPMENT

5. CONSIDERATION OF THE PROJECT IMPLEMENTATION PLAN

- 5.1 Review the Proposed Project Structure
- 5.2 Proposed Project Activities
- 5.3 Consideration of the Project Budget
- 5.4 Workplan and Timetable for the Project Implementation

6. GENERAL CONSIDERATION OF THE FIRST MEETING OF THE PROJECT STEERING COMMITTEE

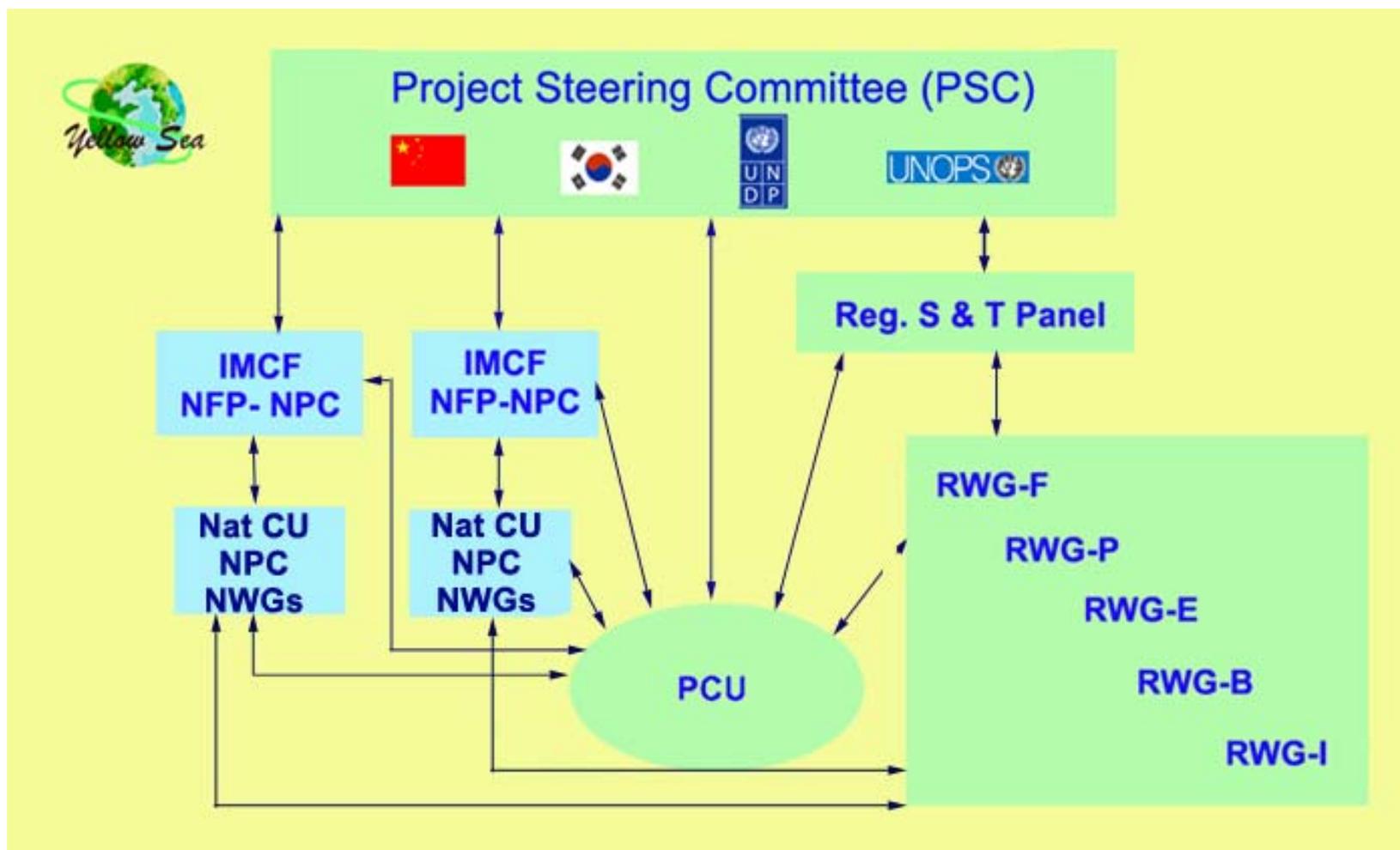
7. OTHER BUSINESS

8. ADOPTION OF THE MEETING REPORT

9. CLOSURE OF THE MEETING

Annex 3

Project Structure



Annex 4

Identified Priorities of the Project Activities

Table 1. . Fisheries Component

Actions	Priorities	Actions to be taken	Priorities
Activity 1. Review of existing data (review of historical data commercial fisheries and research results)	High	Contract to national contractors for data and info.	High
		Revise national data and info	High
		Inputs to final TDA	High
Activity 2. Diagnosis of stocks condition	High	Regional WG meeting 1	High
		Finalization of data and info. WG meeting 3	High
Activity 3. Develop common methodology for joint regional stock assessment	High	Gathering existing methods & prepare suggested methods (consultant)	High
		Discuss & Modify the methods (WG meeting 1)	High
		Revise the regional methods (PCU)	High
		Finalize the method (WG meeting 2)	High
Activity 4. Perform joint regional surveys	High	Prepare guidelines for survey (consultant)	High
		Accept guidelines (WG meeting 1)	High
		Equipment	High
		Regional Survey in 2-3 years (sub-contract)*	High
		Analyze survey result (consultant)	
		Publish survey result (printing)	
*Notes: budget for ship rental (fisheries), e.g. R/V "Bei Dou":			
1) Survey 90 days, 4 cruises in two years, 22.5 days/cruise (excl. harbour fee).			
2)We require 6 cruises in three years, budget=915000 (excl. harbour fee).			

Activity 5. Perform initial joint regional stock assessment	High	Prepare a plan for the stock assessment	High
		Technical discussion on the plan (WG meeting 3)	High
		implement the regional stock assessment (contracts)	High
		Discuss the results of assessment (WG meeting 4)	High
		Additional assessment if necessary (contracts)	High
		Accept the assessment result (WG meeting 5)	High
		Publication of assessment results (printing)	High
		Stock assessment	High
Activity 6. Create mechanism for regional annual multi-species stock assessment, by introducing legal/policy changes to overcome existing barriers	High	To identify major barriers in stock assessment WG meeting 2)	High
		Identify the species to be assessed (WG meeting 2)	High
		Prepare draft mechanism for annual assessment (PCU)	High
		Discuss the draft mechanism (WG meeting 3)	High
		Revise the draft mechanism (PCU)	High
		Finalization of the mechanism (WG meeting 5)	High
Carrying capacity			
Activity 1. Review of existing state-of-knowledge and preliminary carrying capacity analysis (retrospective) and define gaps	High	Contract to national focal points for assessing information	High
		Regional WG meeting 1	High
		Revise national state of knowledge	High
		Finalization of Report (WG meeting 3)	High
		Inputs to final TDA	High
Activity 2. Fill the knowledge gaps for carrying capacity analysis	Medium	Prepare guidelines for carrying capacity (consultant)	Medium
		Reg. training course on carrying capacity	Medium
Activity 3. Perform iterative series of analysis of carrying capacity	Medium	Prepare workplan for the analysis (consultant)	Medium
		discuss and agree on the work plan (WG meeting 3)	Medium
		Implement the work plan (contracts to national focal points)	Medium

Activity 4. Carrying capacity determination	Medium	Gathering results of the analysis (PCU)	Medium
		Scientific seminar (together with WG meeting 5) (Meetings)	Medium
		Carrying capacity determination after annual surveys (Scientific seminar)	High
		Publication of the regional carrying capacity	Medium
Sustainable Mariculture (combined by mariculture in production and disease in mariculture)			
Activity 1. Review existing status, diseases and trends of mariculture	High	Contract to national focal points for assessing information	High
		Regional WG meeting 1	High
Activity 2. Develop joint applied research program for sustainable mariculture	High	Prepare a draft joint research plan (consultant)	High
		Presented draft to the WG meeting 2	High
		Revise the draft according to the agreement	High
		Finalise the plan in WG meeting 3	High
		Technical guidelines (consultant)	Medium
Activity 3. Facilitate communication about new diseases, diagnoses, and control techniques	High	Training course on mariculture techniques (Training)	High
		Establish a regional network on information sharing and quick response (PCU)	High
		Agreed on WG meeting 3	High
		Prepare technical guidelines (consultant)	High
	Training course on disease diagnosis, prevention and control	High	
Regional Agreements, National Laws and Management Plan (combined)			
Activity 1. Review existing national laws and regulations on fisheries and mariculture, and pertinent international agreements	High	Contract to national focal points to assess information on national laws & regulation, and national responsibility of regional and Intl conventions	High
		Publication of the existing knowledge together with analysis and suggestions	High

Activity 2. Develop regional agreement for sustainable use of fisheries resources	High	Feasibility study on the regional agreement, in particular for implement the FAO code of conduct in responsible fisheries (contract to natl focal points)	High
		Prepare draft regional agreement (consultant)	High
		Discuss the regional agreement WG meeting - 4	High
		Revise the draft (PCU)	High
		Discussion WG meeting 5	High
		Repeat the actions if necessary	High
		Finalise the agreement and propose to the respective governments for approval	High
Activity 3. Propose measures for strengthening laws and regulations	High	Enforcement will be considered together with Activity 2	High
Activity 4. Develop regional fisheries and ecosystem management/ implementation plans, including regional recovery programme	High	Identify regional requirements and target for regional SAP (consultant)	High
		Prepare national SAP (contract to focal points)	High
		Discuss draft national SAP (WG meeting 3)	High
		Revise national SAP	High
		Finalize national SAP	High
		Discuss framework of Regional SAP (WG meeting 3)	High
		Prepare draft regional SAP (consultant)	High
Discussion and revision (WG meetings 4,5, 6)	High		

Table 2 Biodiversity Component

Activities Agreed	Priority	Actions to be taken	Priority
IIA. Habitat Conservation & Vulnerable Species	High		
Activity 1. Review existing national practices of coastal habitat use, conservation, restoration, status of vulnerable species, and trophic linkages (including keystone species), and analyse and prioritise gaps of regional importance; Identify capacity gaps, and prioritise training needs (IIA. Habitat Conservation) Activity 1. Review existing national practices of coastal habitat use, conservation, and restoration. (IIB. Vulnerable Species) Activity 1. Conduct national review of status of vulnerable species and vulnerable trophic linkages.	High	[define 'restoration' 'trophic linkage' before the contracts]	High
		Contract to Natl focal points (contract) [Invite relevant government agencies and local govern. to provide inputs] [Communicate with DIM management consultant]	High
		Present outcomes of national assessment in WG meeting	High
		Consider joint meetings with Pollution and Ecosystem WGs to discuss trophic linkage outcomes relevant to the other WGs	Medium
		Prepare a regional synthesis (consultant)	High
		Prepare a regional synthesis (consultant)	High
		Finalisation national outputs and synthesis (WG meeting 2)	High
		Publish the outcomes (printing)	High
		Inputs to final TDA	
Activity 2. Develop regionally coordinated strategies of conservation and restoration of habitats and for protection of vulnerable species (IIA. Habitat Conservation) Activity 2. Develop regionally coordinated strategies of conservation and restoration of habitats. (IIB. Vulnerable Species) Activity 2. Develop regionally-coordinated strategies for protection of vulnerable species.	High		High
		Prepare draft regional strategy (consultant)	High
		Discuss & modify the draft (WG meeting High) (including approaches to improve management for protected areas) (including developing a regional network of well managed protected areas) (including developing a regional monitoring system for biodiversity) (include selected vulnerable species action plans)	High
		Revise the draft accordingly	High
		Finalise strategy (WG meeting 2) Identify demonstration sites	High
		Inputs to Regional SAP	High

Activity 3. Implement Regional Strategy for Conservation Areas and for protection of vulnerable species.	High		
		Prepare draft implementation plan (consultant)	High
		Adopt implementation plan (WG meeting 4)	High
		Implement the strategy (Contract to Natl focal points) (including public awareness to relevant stakeholders)	High
Activity 3. Implement Regional Strategy for Conservation Areas.	High	Implement the strategy (Contract to Natl focal points)	High
Activity 3. Implementation of regionally coordinated strategies for protection of vulnerable species.		Implement the strategy (Contract to Natl focal points)	High
IIB. Genetic Diversity	Medium		
Activity High. Determine situations of genetic degradation of important bio-resources.	Medium	[Define bio-resources' and 'genetic degradation' before the contracts]	High
		Prepare draft of current status of genetic degradation of important bio-resources, including a list of species, and current activities which address 'genetic degradation', and identify and prioritise gaps. (Consultant) [Communicate with DIM management consultant]	High
		Discuss & finalise the current status (WG meeting High) Deliver data to DIM consultants	High
		Inputs to TDA	Medium
Activity 2. Develop regional consensus on the requirements for conservation of gene and prepare recommendations for conservation measures	Medium		
		prepare a draft list on conservation of genetic diversity (Consultant)	Medium
		Training Course on genetic techniques	Low
		Agree on the list of gene (WG meeting 2)	Medium
		Prepare a plan for the conservation (consultant)	Medium
		Finalise the plan (WG meeting 3)	Medium
Input to SAP	Medium		
Activity 3. Implementation of regionally coordinated strategies for genetic diversity	Medium	Implement the strategy (Contract to Natl focal points)	

IIC. Introduced Species	Medium		
Activity 1. Document introduced and suspected introduced species and their pathways, assess impacts and risks based on their invasiveness, and list current government policies and regulations	High	[Define 'introduced species']	High
		Contract to Natl focal points (contract) [Communicate with DIM management consultant]	High
		Discuss & modify the draft (WG meeting 1)	High
		Revise the draft accordingly	Medium
		Finalise national outputs and synthesis (WG meeting 2) Deliver data to DIM consultants	Medium
		Inputs to Regional SAP	Medium
Activity 2. Develop proposals for regulation and control of introduced species.	Medium		Medium
		Prepare draft regulation to control introduced species (consultant)	Medium
		Discuss the draft (WG meeting 3)	Medium
		Revise the draft accordingly	Medium
		Finalise strategy (WG meeting 4)	Medium
		Submit for approval of governments Inputs to Regional SAP	Medium
Activity 3. Implement strategies for regulation and control of introduced species, including necessary legal, policy, and institutional reforms at national and regional levels.	Medium		
		Training course on implementation of the regulation	Low
		Upon approval, prepare an implementation plan (consultant), together with the Activity 1, IIE	Medium
		Implement the regulation Inputs to Regional SAP	Medium
IID. Synthesis of reviews and development of coordinated strategies	High		
Activity 1. Synthesise reviews from IIA, B, and C	High	Consultant to synthesise output from activity High of IIA, IIB, and IIC [Ensure the consultant works with the WG for synergies and compatibility]	High
	High	Inputs to final TDA	High
Activity 2. Develop a coordinated strategy for biodiversity protection	High	Synthesise 3 regional strategies and 3 implementation plans to prepare a coordinated regional SAP. (consultant)	High
		Discuss and practise actions in regional SAP (WG meeting 4)	High
		Revise the draft accordingly	High
		Finalise strategy (WG meeting 5)	High
		Inputs to Regional SAP Submit for approval of governments	High

Table 3.. Ecosystem Component

IIIA Status of Ecosystem			
Activity 1. Prepare state-of-ecosystem reviews and reports.(including long-term and recent changes)	High	Contract to Natl focal points	High
		Establish a regional editorial group /or use the WG	High
		Prepare a draft report (consultant)	High
		Discuss the draft (WG meeting)	High
		Revise the draft report	High
		finalise the draft report (WG meeting 4)	High
Activity 2. Identify data and information gaps and develop strategies for monitoring changing status of ecosystem and its transboundary impacts.	High	Prepare synthesis of the national assessment, and identify the info gaps (consultant)	High
		Prepare draft strategy, including: parameters, analysis, intercalibration, data exchange etc.	High
		Discussion the draft (WG meeting 2)	High
		Revise the draft	High
		finalise the strategy (WG meeting 3)	High
Activity 3. Demonstration of new and innovative technologies for monitoring.	Medium	Contract to Natl focal points (contract)	High
		Remote sensing	High
		Ship-of-opportunities monitoring.	High
		Molecular probes.	Medium
IIIB Carrying Capacity of Ecosystem			
Activity 1. Establish the logics and data requirement of estimating carrying capacity.	High	Contract to Natl focal points (contract)	High
		Discuss and coordinate with fisheries WG (joint workshop).	High
		Decide on the assessment methods of carrying capacity	High
Activity 2. Conduct a basin-scale survey on lower-trophic level ecosystem.	High		High
Activity 4. Assess the carrying capacities of the ecosystem under changing human-induced and natural variability;	High	Prepare a regional synthesis (consultant)	High
		Finalisation national outputs and synthesis	High
		Publish the outcomes (printing)	High

IIIC Stressors to Ecosystem			
	High	Contract to Natl focal points (contract)	High
		Present outcomes of ranking, data and info in WG meeting 1	High
		Prepare a regional synthesis (consultant)	High
		Finalisation national outputs and synthesis (WG meeting 2)	High
		Publish the outcomes (printing)	High
		Inputs to final TDA .	High
		Identify major human induced stresses (contract)	High
		Causal chain analysis (contract)	High
		Identify measures to address the root causes (WG meeting 2)	High
		Inputs to final TDA.	High

Table 4. Pollution Component

IIIC Contaminant Inputs			
Activity 1. Assess and monitor the contaminant and nutrient levels.	High	Contract to Natl focal points (contract)	High
		Reviewing of previous and ongoing monitoring system and assessing methodologies and/or technical guidelines (including target contaminants, QA/QC, intercalibration exercises, data exchange, etc.).	High
		Development of technologies for monitoring contaminants and nutrients	High
		Prepare a regional synthesis (consultant)	High
		Finalisation national outputs and synthesis (WG meeting 2)	High
		Publish the outcomes (printing)	High
		Inputs to final TDA	High
Activity 2. Develop regional priorities and strategies to reduce contaminant and nutrients levels.	High	Root cause analysis for contaminants and nutrients	High
		Prepare draft strategy,	High
		Discussion the draft (WG meeting 2)	High
		Revise the draft	High
		finalise the strategy (WG meeting 3)	High
Activity 3. Facilitate implementation of these strategies; investment promotion activities including transfer/development new technologies.	Medium	Prepare an implementation plan (consultant)	Medium
		Round table for transfer and/or development of new technologies for investment promotion	Medium
		Agree on the implementation plan (WG meeting 4)	Medium
		Contracts for implementation	Medium
IIID Contaminant Levels			
Activity 1. Develop baseline data and summarize contaminant and nutrient levels in the YSLME.	High	Contract to Natl focal points (contract)	High
		Data quality control for baseline data	High
		Present outcomes of ranking, data and info in WG meeting 1	High
		Environmental Survey with other working groups (if not, need ship time)	High
		Prepare a regional synthesis (consultant)	High
		Finalisation national outputs and synthesis (WG meeting 2)	High
		Inputs to final TDA	

Activity 2. Develop regional monitoring network strategy.	High	Establish a monitoring network / or using the existing ones (PCU	High
		Draft Monitoring guidelines / standards (consultant)	High
		Agree on the guidelines / standards (WG meeting 3	High
		Intercalibration exercise of participating labs (Contract), annually	High
		Training course on analysis after each intercalibration	High
		Development of indicators to assess the implementation of relevant international conventions.	High
		Implementation of regional monitoring program	High
Activity 3. Develop funding mechanism to implement the monitoring strategy.	Medium	Using existing monitoring programs	Medium
		Prepare an implementation plan (consultant)	Medium
		Agree on the implementation plan (WG meeting 4)	Medium
		Contracts for implementation	Medium
IIIF Critical Spot Analysis			
Activity 1. Determine and rank critical spot sources of water quality degradation.	High	Prepare format for data & info collection (PCU),no need to rank the spots	High
		Identification of hot spots	High
		Contract to collect hot spots data and information (contract to Natl focal points)	High
		Discussing & further requirements (WG meeting 1)	High
		Revise the hot spots data & info	High
		Inputs to final TDA	High
Activity 2. Develop procedures for remediation	Medium	Draft the procedure (consultant)	Medium
		Discuss the draft (WG meeting 3)	Medium
		Revise the procedures (consultant)	Medium
		Practice on demo site on proposed procedures for remediation (Contract)	Medium
		Finalise the procedures (WG meeting 5)	Medium

Activity 3. Develop investment strategies	Low	Economic valuation of hot spots, & identify the opportunities (Consultant)	Low
		Identify hot spots in both source, and impact (WG meeting 4). (moved to Act 1)	Low
		Prepare draft strategy (consultant)	Low
		Discussing the draft (WG meeting 5)	Low
		Revise the draft (Consultant)	Low
		Finalise the investment strategy (WG meeting 6)	Low
		Publish the investment strategy	Low
		Inputs to the regional SAP	Low
Activity 4. Facilitate implementation of procedures for re-remediation and prevention.	Medium	Selection of demonstration site for implementation of procedures for remediation and prevention the management plan (WG meeting 5)	Medium
		Prevention actions	Medium
		Training course on the implementation	Medium
		Contracts for implementation	Medium
IIIG Emergency Planning and Preparedness			
Activity 1. Assess national emergency and contingency capabilities for transboundary contaminants.	Low	The complementary survey to identify transboundary contaminants and path ways	Low
		Present outcomes of reviewing and assessing of national emergency and contingency capabilities in WG meeting 1	Low
		Prepare a regional synthesis (consultant)	Low
		Finalisation of synthesis (WG meeting 2)	Low
		Inputs to final TDA	Low
Activity 2. Develop strategies for rapid and long-term regional responses to catastrophic causes of pollution;(L)	Low	Establishing data & info sharing network (WG meeting 4)	Low
		Prepare draft strategy (consultant)	Low
		Discussing the draft (WG meeting 5)	Low
		Revise the regional strategies	Low
		Finalise the regional strategies (WG meeting 6)	Low
		Publish the strategies	Low
		Inputs to regional SAP	Low
Activity 3. Facilitate regional actions to enable contingency planning.	Low	Training on planning	Low
Activity 4. Harmonize customs, training.	Low	Supporting from customs	Low

IIIH Legal and Regulatory			
Activity 1. Review and compare national regulations and laws on water quality and pollution control, develop proposals.	Medium	Contract to natl focal points	Medium
		Regional review (WG meeting 3)	Medium
		Regional analysis and suggestion on harmonisation	Medium
		Publish review report	Medium
		Inputs to national and regional SAP	Medium
Activity 2. Facilitate coordinated actions to improve regional water quality legislation and regulation	Medium	Identify the pilot sites for the actions (WG meeting 5)	Medium
		Contract to the pilot activities	Medium
IIII Analysis of the Fate and Transport of Contaminants to Facilitate SAP Analysis			
Activity 1. Review existing understanding of fate and transport of contaminants and nutrients	High	Contract to Natl focal points (contract)	High
		Present outcomes of reviewing from national outputs in WG meeting 1	High
		Prepare a regional synthesis (consultant)	High
		Finalisation of synthesis (WG meeting 2)	High
		Publish the outcomes (printing)	High
		Inputs to final TDA	High
Activity 2. Develop regional assessment strategies for contaminants and nutrients	High	Prepare draft strategy (consultant)	High
		discussing the draft (WG meeting 4)	High
		revise the strategy	High
		training & intercalibration on assessment	High
Activity 3. Perform fate and transport analyses of contaminants and nutrients for management and policy development, including EIA process, ICZM.	High	Analysis for fate and transport of contaminants and nutrients	High
		ICM actions for controlling of discharge of contaminants and nutrients	High
		Impact prediction of impact of discharged contaminants and nutrients on the environment	High
Activity 4. Develop regional training activities for environmental risk assessment; facilitate use of risk assessment in investment decisions.	Low	Application of ERA in case study or demo site	Low

Table 5, Investment Component

Activities	Priorities	Actions	Priorities
IVA Stakeholders			
Activity 1. Identify stakeholders and asses their capacities for contributing to environmental management and decision-making.	High	Contract to institutions(experts)(Contract)	High
		Produce a regional list (PCU)	High
Activity 2. Strengthen stakeholder capacities	High	Prepare training materials for all stakeholders (contract) 1	High
		Training 3 groups(decision makers, community trainers, local governmental officers)+C11	High
		Intern programme ²	High
		"The Yellow Sea and Youth"	High
Activity 3. Encourage routine and effective involvement of stakeholders in environmental and resource management and decision-making	High or Medium	publish newsletters of the project(printing)	High or Medium
		regular stakeholders conference (1/yr)	
IVB Regional Coordination			
Activity 1. Create a functioning regional coordination mechanism to carry out the YSLME Project	High	Programme Coordinator	High
		Economist	High
		Scientific Officer	High
		Public Advisor	High
		Local Staff at PCU:	High
		Secretary	High
		Driver	High
		Administrative Assistant	High
		Administrative Officer	High
		Receptionist	High
		CEP Steering Committee/reviews	High
		Mid-term and final evaluation	High
		Travel/Int'l Expert	High

² Please refer the discussion of the meeting in the main body of the report

		Biannual Tri-part. Rev.	High
		Advertising CTA ToR	High
		Interviews/Travel (prospects)	High
		Auditing and Evaluation	High
		Communications: pcu	High
		Publications: pcu	High
		Supplies: pcu	High
		Postage	High
		Operations: pcu	High
		PCU Travel	High
		Equipment: pcu	High
		Auto maintenance at PCU	High
Activity 2. Prepare TDA		Review preliminary TDA, and suggest improvements (consultant)	High
		Prepare the 1st draft of TDA ³	High
		Discussing draft, and decide new format (WG meeting 1)	High
		Gathering data & info from national review report on the project components and prepare the 2nd Draft of TDA	High
		2nd discussion on the draft (WG meeting 2)	High
		Revise the TDA	High
		Finalise TDA (WG meeting 3)	High
		Printing the final TDA	High
Activity 3. Prepare natl SAP.		Assess all national information & prepare for a framework of NYSAP (contract)	High
		National meetings-1 on NYSAP	High
		Revise NYSAP	High
		Finalise NYSAP	High
		Printing NYSAP	High
Activity 4. Prepare Regional SAP	High	Review NYSAPs & identify regional priorities and actions (consultant)	High
		Prepare a draft of regional SAP (consultant)	High
		Discuss the draft on the WG meeting 3	High
		Revise the drft SAP, & prepare version #2	High

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Please refer to the discussion of the meeting in the main body of the report

		Discussing version #2, & finalise the regional SAP (WG meeting 4)	High
		Revise the drft SAP, & prepare version #3	High
		Discussing version #2, & finalise the regional SAP (WG meeting 5)	High
		Printing regional SAP	High
IVC National Institutions			
Activity 1. Review and assess national institutions to support YSLME	High	Contract to natl focal points (Contract)	High
		Finalise the review report (WG meeting 2)	High
Activity 2 Facilitate national institutions to be effective stewards of the YSLME.	High	Enhance communications	High
		Provision of necessary equipment	High
		Provide technical trainings	High
		Local travel	High
		local staff: coordination	High
Activity 3 Establish National Coordination Unit within existing framework to assure intersectoral coordination in TDA/NYSAP/SAP process		Carry out by National Implementing Agency	Medium
IVD Financial Instruments			
Activity 1. Review status and potential for financial sustainability of YSLME regional institutional framework	High or Medium	Contract to national focal point (contract)	High or Medium
		Discuss & finalise the review report (WG meeting 2)	High or Medium
		Discuss & finalise the review report (WG meeting 2)	High or Medium
Activity 2. Provide training in environmental project identification and preparation	High or Medium	Identify the training needs (WG meeting 1)	High or Medium
		Training #1 Project document preparation	High or Medium
		Training #2 Fund raising	High or Medium

Activity 3. Assist and encourage the continuation of the project preparation and feasibility studies for long-term environmental investment to implement the SAP and NYSAPs.	High or Medium	Prepare draft proposal (consultant)	Medium
		PSC to discuss	Medium
Activity 4. Provide matched fund for small grant project	Medium	Identify the topics of small grant project (PCU	Medium
		Provide matched funds for the approved projects (contracts)	Medium
		Matched grants	Medium
		Administration	Medium
Action 5 Provide funding for pre-feasibility studies of promising technologies and industries to help achieve the goals of the YSLME, to create an investment portfolio (Priority Investment Portfolio)	High	Prepare pre-feasibility studies (consultant)	High
		discuss & finalise pre-feasibility study(WG meeting 3)	High
		Submit to PSC for approval	High
		Demonstration projects (contracts)	High
IVF Data and Information Management			
Activity 1. Determine regional data and information management capabilities.	High	Review regional data & info systems, i.e. regional data centre, NEAR-GOOS, NOWPAP DINRAC, (consultant)	High
		Prepare a proposal for DIM (consultant)	High
Activity 2. Develop an effective regional DIM strategy to help achieve the goals of the YSLME.	High	Discuss and approve DIM proposal (WG meeting 1)	High
		Equipment	High
		Training on DIM	High
		Operation of DIM	High
Activity 3. Implement the regional DIM strategy, including equipment, facilities, and communications	High	To identify sustainable means for the DIM	High

Public Awareness and Participation			
Activity 1. Develop a public awareness campaign	Medium	Preparation of public awareness campaign (PCU)	Medium
		Agree on the campaign (WG meeting 1)	Medium
Activity 2. Demonstrate regional public awareness/participation campaign.	High	Organise public awareness Workshop including training (contracts)	High
		Preparation of public awareness materials (Contracts)	High
		Produce project pins, mouse pads etc.	High
Activity 3. Encourage ongoing public awareness and participation activities to help achieve the goals of the YSLME.	Medium		Medium