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FIRST MEETING OF THE SIGNATORIES TO THE
MEMORANDUM OF UNDERSTANDING FOR THE
CONSERVATION OF CETACEANS AND THEIR
HABITATS IN THE PACIFIC ISLANDS REGION
Apia, Samoa, 6 March 2007
Agenda Item 4.0

PROVISIONAL ANNOTATED AGENDA AND MEETING SCHEDULE

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**FIRST MEETING OF THE SIGNATORIES TO THE MEMORANDUM OF UNDERSTANDING FOR THE
CONSERVATION OF CETACEANS AND THEIR HABITATS IN THE PACIFIC ISLANDS REGION**

Apia, Samoa, 6 March 2007

PROVISIONAL ANNOTATED AGENDA AND MEETING SCHEDULE (as at 8 February 2007)

Date/Time	Agenda items and Activities	Documents	Annotations
Monday 5 March			
08.30	Registration		
09.00-09.30	Opening Ceremony		
09.30-12.30	CMS Outreach Workshop	UNEP/CMS/PIC-1/Inf/7	See separate agenda and programme.
12.30-14.00	Lunch		
14.00-14.30	Heads of delegation to the First Meeting of MoU Signatories (with the CMS Secretariat)	UNEP/CMS/PIC-1/Inf/11	This very brief 30-minute meeting will discuss <i>inter alia</i> chairmanship of the meeting, rules of procedure, meeting flow and other organisational matters. Venue: To be announced
14.30-18.00	CMS Outreach Workshop (continued)	UNEP/CMS/PIC-1/Inf/7	See separate agenda and programme.
Evening	Reception hosted by CMS: Kick-off to the 2007 Year of the Dolphin Campaign in the Pacific Islands Region		Venue: To be announced Time: To be announced
Tuesday 6 March	First Meeting of the Signatories to the Memorandum of Understanding for the Conservation of Cetaceans and their Habitats in the Pacific Islands Region		

Date/Time	Agenda items and Activities	Documents	Annotations
Morning 09.00-13.00 ¹	Agenda items 1.0 – 10.0		
	1.0 Welcoming remarks		Mr Asterio Takesy, Director of the Secretariat of the Pacific Regional Environment Programme will welcome the participants. Mr. Lyle Glowka, CMS Agreements Officer will provide some introductory remarks.
	2.0 Signing ceremony		The MoU will be opened for signature to any authorised official representing their country or territory. Eligible organisations expressing their support for the MoU and Action Plan's implementation will also be invited to sign the MoU as collaborators.
	3.0 Election of officers		The meeting will be invited to elect a chairman from among the representatives of the Signatories in attendance. Expected outcome: Chairman elected.
	4.0 Adoption of the agenda and meeting schedule	UNEP/CMS/PIC-1/1 UNEP/CMS/PIC-1/2 UNEP/CMS/PIC-1/3 UNEP/CMS/PIC-1/Inf/4	The meeting will be invited to agree informal rules of procedure. The meeting will also be invited to review the draft provisional agenda and schedule, and to make any proposals for amendment prior to their adoption. The documents list for the meeting will be introduced. A provisional list of participants will be circulated to collect any additional information/updates. Expected outcome: Informal rules of procedure agreed; agenda and meeting schedule adopted. Document list introduced. Provisional list of participants circulated and updated.
	5.0 Opening statements		Signatories may wish to make brief opening statements (no more than 2-3 minutes) to indicate any support or assistance (financial or in-kind) their country has provided or intends to provide towards the MoU's implementation. Collaborating organisations that have signed the MoU will also be invited to make short (2-3 minute) interventions. It is <i>not</i> envisaged to have presentations of national activities at this stage of the meeting.
	6.0 Report of the Secretariat		
	6.1 Status of signatures	UNEP/CMS/PIC-1/4	The meeting will be invited to consider the Secretariat's brief

¹ NB: A working tea break is foreseen.

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		UNEP/CMS/PIC-1/Inf/1	<p>report concerning the status of signatures and recruitment efforts. Representatives from non-Signatory Range States and Territories eligible to sign the MoU will be invited to inform the meeting of their country's intention to sign the MoU. The meeting may wish to consider ways and means to increase membership in the MoU. Organizations meeting the criteria listed in document UNEP/CMS/PIC-1/4 are invited to express their interest in signing the MoU as a collaborating organization in the next meeting of the Signatories.</p> <p>Expected outcome: The meeting takes note of the Secretariat's report; information provided by observers representing non-Signatories as to their country's intentions to sign the MoU; guidance provided on how to increase MoU membership; potential collaborating organisations express their interest in signing the MoU in the future.</p>
	6.2 List of designated competent authorities and contact points	UNEP/CMS/PIC-1/4 UNEP/CMS/PIC-1/Inf/2	<p>The meeting will be invited to consider a list of officially designated competent authorities and contact points from the Signatories.</p> <p>Expected outcome: Any available information is provided.</p>
	6.3 Any other matters		Any other additional matters relevant to the Secretariat's report will be discussed by the meeting.
	7.0 Review of MoU and Action Plan implementation		
	7.1 Conservation status of cetaceans within the agreement area	UNEP/CMS/PIC-1/5 UNEP/CMS/PIC-1/5/Add.1 UNEP/CMS/PIC-1/Inf/5	<p>The conservation status of cetaceans within the agreement area will be introduced in a brief presentation (no more than 10 minutes) drawing from the appropriate sections of the SPREP WDAP Technical Meeting Report (1-4 August 2006) (UNEP/CMS/PIC-1/5/Add.1) as well as a more in depth report prepared by the Whale and Dolphin Conservation Society (UNEP/CMS/PIC-1/Inf/5). Comments on the presentation and the reports, as well as strategic inputs into the Regional Workshop to Review the Whale and Dolphin Action Plan, which will take place following the MoU Meeting, will be invited from the Signatories, non-Signatories, collaborating organisations and other observers. Conclusions will be drawn.</p> <p>Expected outcome: The meeting takes note of the presentation, as well as the appropriate sections of the SPREP WDAP</p>

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			<p>Technical Meeting Report and the WDACS Report addressing the conservation status of cetaceans within the agreement area and verbal summary; additional information provided and strategic inputs made to the SPREP WDAP Regional Workshop on the conservation status of cetaceans within the agreement area.</p>
	<p>7.2 Status of implementation</p>	<p>UNEP/CMS/PIC-1/5 UNEP/CMS/PIC-1/5/Add.1 UNEP/CMS/PIC-1/Inf/6</p>	<p>The MoU was the product of a series of meetings culminating in its opening for signature during the ministerial segment of the SPREP General Meeting on 15 September 2006. Signatories have had an extremely short period of time to begin implementing it.</p> <p>In contrast the existing SPREP WDAP, adopted by the SPREP General Meeting in 2003, is currently under review by SPREP in anticipation of its revision. The existing SPREP WDAP is the action plan to the MoU and it is anticipated that, if agreed by the MoU Signatories, the revised WDAP would become the MoU's new Action Plan sometime in 2007.</p> <p>The SPREP Technical Meeting on Cetaceans (1-4 August 2006) began compiling information on the WDAP's status of implementation. This has been reflected in a summary Matrix of Implementation that has been updated for the upcoming SPREP WDAP Regional Workshop by the SPREP Secretariat from questionnaires provided to SPREP members.</p> <p>Two short presentations are proposed (10 minutes each). The first would provide a brief overview of the MoU. The second would provide a strategic high-level overview of the status of WDAP implementation since 2003, in anticipation of a more in depth treatment of the issue during the WDAP Regional Workshop.</p> <p>The eight MoU Signatories will then be invited to share any additional information on their cetaceans-related activities in support of the MoU and Action Plan's implementation since the MoU's entry into effect on 9 September 2006.</p> <p>Comments on the presentations, as well as strategic inputs into the Regional Workshop to Review the Whale and Dolphin Action Plan, will be invited from the Signatories, non-Signatories, collaborating organisations and other observers. Conclusions will be drawn.</p>

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			<p>Expected outcome: The meeting takes note of the two presentations; Signatories provide additional information on the status of implementation of the MoU and WDAP (2003-07) since the MoU's entry into effect; strategic inputs to the SPREP WDAP Regional Workshop regarding WDAP implementation are provided.</p>
	<p>8.0 Future implementation and further development of the MoU and Action Plan</p>		
	<p>8.1 MoU coordination</p>	<p>UNEP/CMS/PIC-1/6</p>	<p>The CMS Secretariat acts as the secretariat to the MoUs developed under CMS auspices presently at no cost to the MoU signatories. For the Pacific Islands Cetaceans MoU this is confirmed in MoU paragraph 17. This paragraph also states that the CMS Secretariat may use the services of any reliable organisation to coordinate the MoU's implementation and that an organisation to act as coordinator will be determined by a consensus of the Signatories at their first meeting.</p> <p>The meeting will be invited to consider the general issue of MoU coordination and determine what options are most desirable for the MoU's effective implementation that the Secretariat should, therefore, pursue. The financial aspects of the coordination issue will be discussed and the meeting will provide guidance on possible options for financing and other support if necessary. Finally, the meeting will consider any expressions of interest or offers to host and/or fund a MoU coordination mechanism. An intervention by the SPREP Secretariat on the possibility of SPREP assuming coordination functions for the MoU and Action Plan will be invited.</p> <p>Expected outcome: General consideration of the MoU coordination issue; guidance provided to the Secretariat and options identified on the particular issue of outsourcing MoU coordination activities, including financial considerations. Expressions of interest or offers to host and/or fund a MoU coordination mechanism considered.</p>
	<p>8.2 Scientific and technical advice</p>	<p>UNEP/CMS/PIC-1/7</p>	<p>MoU paragraph 7 notes that Signatories may consider at their meetings suitable organisations to provide technical advice to support the MoU's implementation. The meeting will be invited</p>

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			<p>to consider the need for scientific and technical advice to be provided to the MoU. It will also be requested to consider endorsing the creation of a freestanding ad hoc open-ended technical advisory group (TAWG) that could provide scientific and technical advice to the MoU to support its implementation.</p> <p>Expected outcome: The need for scientific and technical advice generally discussed; a proposal to create a TAWG is discussed, improved and is endorsed, including offers to initially coordinate the TAWG.</p>
	<p>8.3 Reporting and information management</p>	<p>UNEP/CMS/PIC-1/8</p>	<p>MoU paragraph 8 refers to reporting. The CMS Secretariat has developed comprehensive report formats for other MoUs that are used as the basis for future reporting on a MoU and Action Plan's implementation. It has also developed project reporting templates and summaries to gather information on governmental and non-governmental projects within the agreement areas.</p> <p>The meeting will be first invited to consider the issue of reporting, its relationship with the reporting process envisioned for the revised SPREP WDAP and the desirability of developing a draft report format and projects template for consideration and endorsement by the Signatories at their next meeting. The concept of on-line reporting will be discussed. Finally, the meeting will be invited to consider the general issue of information management including the creation of a projects database and e-library.</p> <p>Expected outcome: Endorsement of the development of a draft report format; a request to further explore the on-line reporting concept; endorsement of the development of a project reporting template; guidance provided on the general issue of information management including the further exploration of a projects database and e-library.</p>
	<p>8.4 Priorities for implementation</p>	<p>UNEP/CMS/PIC-1/5/Add.1</p>	<p>The Signatories will be invited to consider several issues related to the future implementation of the MoU and Action Plan:</p> <p>(1) Strategic inputs into the revision of WDAP, including possible additional regional priorities that should be considered by the SPREP WDAP Regional Workshop taking into consideration the Report of the Cetaceans Technical Meeting (1-4 August 2006).</p>

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			<p>(2) The relationship between the revised SPREP WDAP and the MoU including the process for the MoU Signatories to adopt it as the MoU new Action Plan if that is deemed desirable.</p> <p>(3) The ways and means to develop and prioritise activities to support the implementation of the MoU and Action Plan such as developing a medium-term international work programme, for consideration by the next meeting of Signatories.</p> <p>Expected outcome: Strategic inputs on regional priorities from Signatories made into the SPREP WDAP Regional Workshop; information shared on the relationship between the MoU and the revised WDAP and the process to adopt the WDAP as the MoU's Action Plan; request to the Secretariat to prepare a draft medium term international work programme for consideration and endorsement by the next meeting of Signatories.</p>
	8.5 Any other matters		
	9.0 Next meeting of the Signatories	UNEP/CMS/PIC-1/9	<p>The Signatories will be invited to consider the periodicity of future MoU meetings and a possible date for their next meeting. Financial implications will be considered. Finally, expressions of interest to host the next MoU meeting will be considered, along with any other pledges for financial or in-kind support.</p> <p>Expected outcome: The general periodicity of MoU meetings determined; tentative date set for the next meeting of the Signatories; cost implications noted and any expressions of interest to host the next meeting reviewed along with any other pledges for financial or in-in-kind support.</p>
	10.0 Any other business		The meeting will be invited to raise and discuss other issues not covered under the former agenda items.
	11.0 Closure of the meeting		
13.00-14.00	Lunch break		