

## **Annex IV**

### **Annotated Provisional Agenda**

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Background leading to this meeting

The Action Plan for the Protection, Management and Development of the Marine and Coastal Environment of the Northwest Pacific Region (NOWPAP) and three Resolutions were adopted at the First Intergovernmental Meeting (Seoul, 14 September 1994 : UNEP(OCA)/NOWPAP/IG.1/5). Resolution 1 identified five areas of priority for implementation of the Action Plan, one of which was NOWPAP/3 : Establishment of a collaborative, regional monitoring programme.

Following the decision of the 3rd Intergovernmental Meeting, the responsibility for NOWPAP/3 (Regional Monitoring Programme) was jointly shared by the Special Monitoring and Coastal Environmental Assessment Regional Activity Center (CEARAC) and the Pollution Monitoring Regional Activity Center (POMRAC) to carry out regional activities.

Following the results of discussions at the First NOWPAP/3 Meeting (Beijing, China, 21-22 May 2001), the 7<sup>th</sup> Intergovernmental Meeting (Vladivostok, 20-22 March 2002) approved the resolution 3 Para.6, “the demarcation of the responsibilities and activities between CEARAC and POMRAC as presented by the Secretariat in document UNEP/NOWPAP IG.7/8”. Subsequently CEARAC was allocated with the responsibility to implement activities related to Working Group 3 : HAB including red tides and Working Group 4 : Remote Sensing of Marine Environment.

At the NOWPAP CEARAC First Focal Points Meeting (Toyama, Japan, 25-28 February 2003), the HAB subgroup agreed that WG3 needed to focus on the following issues:

1. Review of the integrated national reports with the view to establish a system to update national reporting, construct a metadata base on HAB, and consider environmental parameters.

2. Identification and prioritization of the needs and capabilities through intercalibration exercises, capacity building, training and dissemination of new techniques.
3. Identification of important scientific issues within the NOWPAP framework.
4. Development of information dissemination strategies for the activities of CEARAC about HAB through aquaculture, tourism, or public education.

The First Meeting of Working Group 3 (Busan, Republic of Korea, 28-30 October 2003), finalized the draft Terms of Reference (TOR) for NOWPAP Working Group 3. The meeting also approved that each NOWPAP member makes a national report on HAB in its own country and CEARAC creates an integrated report based on national reports from the member. The establishment of a database on HAB was agreed in the meeting. The database provides information of literatures about HAB mostly in the NOWPAP region. The meeting proposed the establishment of “the corresponding group on *cochlo dinium*” in order to take concrete action against one of the most concerned harmful species in the NOWPAP region.

The Second Focal Point Meeting (Toyama, Japan, 15-17 March 2004) adopted the TOR for NOWPAP Working Group 3. The meeting also reviewed a short-term workplan and a long-term workplan for NOWPAP Working Group 3.

The Second NOWPAP Working Group 3 Meeting will review the draft National Reports, and finalize the Guidelines for National Report. The Meeting will also review the development of HAB Reference Database and the activities of “the corresponding group on *cochlo dinium*”.

#### Agenda Item 1. Opening of the meeting

The meeting will be opened at 9:00 am at the Institute of Oceanology, Chinese Academy of Science (IOCAS), Qingdao, People’s Republic of China on the 25<sup>th</sup> of November 2004 by the Director of CEARAC, Mr. Masanobu Miyazaki. Representative of the participating members will be invited to make opening statement if they so wish.

#### Agenda Item 2. Organization of the meeting

2.1 The meeting will be invited to elect two Chairpersons and a Rapporteur.

- 2.2 The meeting will adopt its rules of procedures. It is suggested that, for purposes of this meeting, the rule used be those of the Governing Council of UNEP, adjusted as appropriate to suit the nature of the meeting.

English will be the working language of the meeting. NOWPAP CEARAC as the Secretariat of the meeting will present a provisional list of documents.

#### Agenda Item 3. Adoption of the Agenda

The Provisional Agenda (NOWPAP/CEARAC/WG3 2/1) will be introduced by CEARAC with the Annotated Provisional Agenda (NOWPAP/CEARAC/WG3 2/2). The meeting will be invited to consider and adopt the agenda.

#### Agenda Item 4. Overview of the WG3 activities and budgets for 2004/2005

The CEARAC Secretariat will explain workplan and budget for the WG3 activities for 2004/2005. The secretariat also will explain the revised procedure of making national reports.

#### Agenda Item 5. Review on the preparation of National Reports

##### 5.1 Report on the draft National Report 2004

Some experts will be invited to make a presentation.

Dr. Songhui LU (China)

Dr. Osamu MATSUDA (Japan)

Dr. Chang-Kyu LEE (Korea)

Dr. Tatiana ORLOVA (Russia)

##### 5.2 Review and agreement of the Guidelines for National Report

The Meeting will review the Guidelines for National Report, discuss the adequacy of the Guidelines, and finalize the Guidelines.

#### Agenda Item 6. Discussion about the contents of Integrated Report

The Meeting will discuss the way to harmonize National Reports towards the integrated report.

### Agenda Item 7. Review on the development of HAB Reference Database

#### 7.1 Explanation of HAB Reference Database

The Secretariat will explain HAB Reference Database with demonstration.

#### 7.2 Discussion about the development of HAB Reference Database

WG3 experts will discuss about categorization of literature information in the database and how to develop HAB Reference in the future.

### Agenda Item 8. Review on the activities of “Cochlodinium Corresponding Group (CCG)”

#### 8.1 Presentation of Dr. Kim about *Cochlodinium*

Dr. H. G. Kim will present the situation (occurrence, damage, management, etc) of *Cochlodinium* in Korea.

#### 8.2 Presentation of Dr. Fukuyo about *Cochlodinium*

Dr. Y. Fukuyo will explain biological characteristics about *Cochlodinium*.

#### 8.3 Explanation of the activities of CCG

The Secretariat will explain the proposal of the activities of CCG.

#### 8.4 Discussion about the activities of the groups

WG3 experts will discuss about the proposal of the activities of “CCG”. WG3 experts review the activities of making website and pamphlet of *Cochlodinium* and find necessary tasks for the Secretariat and CCG members.

### Agenda Item 9. Other Matters

The meeting will discuss about capacity building for HAB monitoring and assessment and any other issues relevant to Working Group 3 activities.

### Agenda Item 10. Adoption of the report of the meeting

A draft report of the meeting will be prepared by the Rapporteur for consideration and adoption.

### Agenda Item 11. Closure of the meeting

The meeting will be closed by the Chairperson.