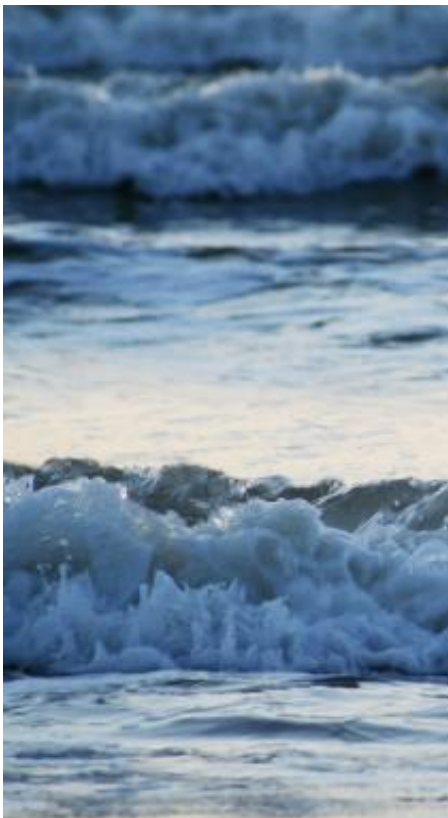


Technical and administrative support for the joint implementation of the Marine Strategy Framework Directive (MSFD) by the Mediterranean EU Member States

Under Framework contract for services related to coordination between the different marine regions in implementing the ecosystem approach

European Commission

Project number BE0113000747 | Interim/Progress report | 05-06-2014





European Commission	Michael Papadoyanakis
DG Environment	Av. de Beaulieu 29, office BU9
Unit C2 – Marine	4/201, B-1049 Brussels
Environment and Water	+32 2 296 39 14
Industry	Michail.Papadoyannakis@ec.europa.eu

Draft Interim/progress report:

Technical and administrative support for the joint implementation of the Marine Strategy Framework Directive (MSFD) by the Mediterranean EU Member States



Client	ARCADIS Belgium Koningsstraat 80 B-1000 Brussels
	Postadres Kortrijksesteenweg 322 B-9000 Ghent

Contact	Annemie Volckaert
Telephone	+32 9 241 77 31
Telefax	+32 9 242 44 45
E-mail	a.volckaert@arcadisbelgium.be
Website	www.arcadisbelgium.be

Revision		
Version	Date	Remarks
1	25.04.2014	Draft Interim/Progress report, for comments of project partners
2	01.05.2014	Draft Interim/Progress report, to be discussed during SGM 2 (May)
3	05.06.2014	Final Interim/Progress report

Table of content

1	Introduction	7
1.1	This progress report	7
1.2	Scope	7
2	Detailed workplan – progress, results & changes	8
2.1	Progress	8
2.2	Results	13
2.3	Changes detailed workplan	13
3	Coordination & Alginment Meetings (CAMs) & Steering Group Meetings (SMGs) ..	14
3.1	(Agreed) planning CAMs & SGMs	14
3.2	Changes CAMs/SGMs & process	14
3.3	Outcomes CAMs & SGMs	16
3.4	Financial overview – reimbursement	17
3.5	Cooperation & synergies with other projects	17
4	Critical issues	19
4.1	Cooperation with EU MED NFCP	19
4.2	Cooperation with EU MED experts	20
4.3	Others	20
5	Further planning	22

1 Introduction

1.1 This progress report

This Progress Report has been prepared by ARCADIS, with the support of its project partners CORILA, EUCC and COWI.

This Inception Report has been prepared for the project 'Technical and administrative support for the joint implementation of the Marine Strategy Framework Directive (MSFD) by EU MED Member States under Framework Contract for services related to coordination between the different marine regions in implementing the ecosystem approach' (Tender ENV.D.2/FRA/2012/0017), which has been awarded by the European Commission's Directorate General Environment (DG ENV) following a call for proposals.

This first progress report, also to be considered as interim report, has been prepared to discuss at the second Steering group meeting (SGM2) planned on the 7th of May 2014 (Athens), back-to-back with the Coordination and Alignment Meeting (CAM B) discussing:

- CAM – Discussion results review GES & targets to identify needs & actions (based on outcome of bilateral EC meeting with MED MS)
- CAM – Support completion MFS on Marine Litter
- CAM – Support completion MFS on Noise

1.2 Scope

The scope of the progress report is multifold:

- Illustrate the progress, results & changes made, based on the detailed workplan
- Results Coordination & Alignment Meetings (CAMs)
- Critical issues
- Further planning

2 Detailed workplan – progress, results & changes

2.1 Progress

Tasks	Tasks & Activities	Lead partner	Contributing partners	Outputs	Timing	Status
Task 1 – Building the information basis						
1.1	<p>Support in developing monitoring factsheets</p> <ul style="list-style-type: none"> - In-depth analysis of the MED national MSFD reports (desk review) <ul style="list-style-type: none"> o Comparative analysis common GES & targets (~CAM 1) o Comparative analysis existing monitoring activities (~CAM 3) - Development of the monitoring fact sheet template (~CAM 2) - Selection Descriptors: low hanging fruits & gaps - Entering content into the monitoring fact sheets for selected descriptors (General, programme, subprogramme level) <ul style="list-style-type: none"> o Desk review o Background documents CAM related to monitoring (excl. Attendance) o CAM 6: Support MFS D10 Marine Litter o CAM 7: Support MFS D11 Noise o CAM 8: Support MFS 'low hanging fruit' o CAM 11: Integrated monitoring MED o CAM 12: Data comparability & information exchange 	CORILA	<p>Local input on monitoring fact sheets selected descriptors will be split between local PTE MED according to country responsibilities. Other support by relevant project partners and MS experts.</p> <p>Pool of experts and national focal contact points will support CAM events.</p> <p>Consultation process (outside scope project) will be coordinated by the MS authorities.</p>	<ul style="list-style-type: none"> • Initial template monitoring factsheet • Comparative analysis GES based on national reports • Comparative analysis monitoring activities (based on work IRIS-SES) • Final draft template monitoring factsheet (programme level) • Overview tables per descriptor (discussed with MED) • Draft final monitoring (programme/sub programme) fact sheets for selected descriptors (English) • Final monitoring fact sheets for selected descriptors (English) 	<ul style="list-style-type: none"> • 28/02/2014 • 01/04/2014 • 01/05/2014 • 01/05/2014 • 01/05/2014 • 30/06/2014 • 01/10/2014 	<ul style="list-style-type: none"> • Done • Done • In progress • Done • Done • To Do • To do

Tasks	Tasks & Activities	Lead partner	Contributing partners	Outputs	Timing	Status
1.2	Maintenance of the EEA webpage - ensuring that information is up-to-date	EUCC	Support delivery documents by all partners	<ul style="list-style-type: none"> Up-to date EEA webpage 	<ul style="list-style-type: none"> Project duration 	<ul style="list-style-type: none"> In progress
1.3	Identifying technical and scientific support needs for 2015-2020 and beyond - Overview technical and scientific support needs for MED EU MS (desk review) - Defining future technical and research needs for MED (per descriptor or MSFD element) - Selection of priority needs and priority support options for MED (CAM 9) - Drafting realistic work plan for the identified priority needs (~CAM 5 & 9) - Background documents CAM related to priority needs (excl. Monitoring); - Appropriate consultation and finalisation of document (internal consultation on CAM 9 & 13)	CORILA	Local information collection & drafting documents on technical & scientific needs per descriptor or MSFD element will be split between local PTE MED. Pool of experts and national focal contact points will support CAM events. Consultation during CAM events will be coordinated by local PTE, with support of the NFCP	<ul style="list-style-type: none"> Template technical & scientific needs Final list of priority support needs MED Draft document technical & scientific needs per descriptor or MSFD element Consultation during CAM Final document technical & scientific needs (incl. work plan) per descriptor or MSFD element 	<ul style="list-style-type: none"> 01/05/2014 15/06/2014 01/09/2014 30/11/2014 30/01/2015 	<ul style="list-style-type: none"> Done To do To do To do To do
1.4	Design webpage - Agreement on practicalities webpage <ul style="list-style-type: none"> CAM 4: Discussion on structure public web page) 	ARCADIS	In close cooperation with the national focal contact points	<ul style="list-style-type: none"> Draft structure covering public webpage Operational public website 	<ul style="list-style-type: none"> 01/05/2014 To be discussed 	<ul style="list-style-type: none"> In progress To do

Tasks	Tasks & Activities	Lead partner	Contributing partners	Outputs	Timing	Status
Task 2 – Coordination & Alignment Meetings (CAM)						
2.1	Drafting the list of Coordination & Alignment Meetings MED	ARCADIS	ALL partners	<ul style="list-style-type: none"> Final list of CAM events (planning) 	<ul style="list-style-type: none"> 01/05/2014 	<ul style="list-style-type: none"> Done
2.2	Identifying pool of experts	ARCADIS	<p>MED experts selected by NFCP in cooperation with local PTE (if relevant)</p> <p>External experts selected by project team (if relevant on proposals of NFCP)</p>	<ul style="list-style-type: none"> Matrix pool of experts 	<ul style="list-style-type: none"> Link to CAM organisation 	<ul style="list-style-type: none"> In progress
2.3	<p>Organisation of the CAM</p> <ul style="list-style-type: none"> Selecting date, venue, location Selecting pool of experts Sending invitation Practical organisation (venue) Background doc CAM (if relevant) Reimbursement 	<p>ARCADIS</p> <p>MED authorities</p> <p>Local PTE coordinators (Corila, EUCC)</p>	<p>Organisation will be split between project team (max. 2 CAM) and National focal contact points (remaining events).</p> <p>Based on the CAM, support will be given by other PTE and pool of experts.</p>	<ul style="list-style-type: none"> Template invitation Guidelines on CBEs and steering group meetings organisation (Annex 9) Calendar other relevant meetings (synergies) Organisation CAM 	<ul style="list-style-type: none"> 15/03/2014 28/02/2014 	<ul style="list-style-type: none"> Done Done Done In progress
2.4	<p>Attendance CAM event</p> <ul style="list-style-type: none"> CAM A (APRIL) (7-8/4/2014) 			<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Project duration (dates to be 	<ul style="list-style-type: none"> In progress Done CAM A

Tasks	Tasks & Activities	Lead partner	Contributing partners	Outputs	Timing	Status
	<ul style="list-style-type: none"> - CAM B (MAY) (5-7/05/2014) - CAM C (JUNE) (11-12/06/2014) - CAM D (SEPT) (12/09/2014) - CAM E (SEPT) (16-17/09/2014) - CAM F (NOV) (18-20/11/2014) 				confirmed)	
2.5	Reporting of the CAM <ul style="list-style-type: none"> - Drafting template for reporting - Drafting minutes CAM - Drafting report CAM 	ARCADIS, Local PTE coordinators (EUCC, Corila)	Report will be drafted by the leading partner of CAM based on the minutes of the local PTE coordinator (related countries) + feedback received by other participating PTE.	<ul style="list-style-type: none"> • Template for minutes and reporting CBES • Minutes of the CAM • Final reports of CAM events 	<ul style="list-style-type: none"> • 28/02/2014 • 1 week after each event • 2 weeks after each event 	<ul style="list-style-type: none"> • In progress
Tasks	Tasks & Activities	Lead partner	Contributing partners	Outputs	Timing	Status
Task 3 – Cooperation Mediterranean Sea and other Marine Regions						
3.1	Including information from and other RSC activities as part of Task 1 and Task 2	EUCC	Support all partners		<ul style="list-style-type: none"> • Project duration 	<ul style="list-style-type: none"> • In progress
3.2	Involvement of the Barcelona RSC (and other RSC experts) in the CAMs	EUCC	Support all partners, NFCP		<ul style="list-style-type: none"> • Project duration 	<ul style="list-style-type: none"> • In progress
3.3	Developing the background document <ul style="list-style-type: none"> - Drafting discussion document - Presentation at ECAP - Finalization background doc 	EUCC	CORILA	<ul style="list-style-type: none"> • Discussion document • Background document 	<ul style="list-style-type: none"> • 01/09/2014 • 15/02/2015 	<ul style="list-style-type: none"> • To do • To do
3.4	Internal Meetings/coordination					

Tasks	Tasks & Activities	Lead partner	Contributing partners	Outputs	Timing	Status
Reporting						
	<i>Inception report</i>				<ul style="list-style-type: none"> • 28/02/2014 	<ul style="list-style-type: none"> • Done
	<i>Interim report</i>				<ul style="list-style-type: none"> • 01/05/2014 	<ul style="list-style-type: none"> • Done
	<i>Progress reports/ Steering Group meetings</i>				<ul style="list-style-type: none"> • 2 weeks for Steering Group 	<ul style="list-style-type: none"> • In progress
	<i>Draft Final report</i>				<ul style="list-style-type: none"> • 18/02/2015 	<ul style="list-style-type: none"> • To do
	<i>Final report</i>				<ul style="list-style-type: none"> • 15/03/2015 	<ul style="list-style-type: none"> • To do

2.2 Results

According to the inception report, the Interim report (progress report) contains the outcomes of the first CAM event related to Tasks 1.1 (A), 1.3 (A, B) and 1.4 of the project. In particular, the report includes (see Annexes):

- Annex 1: Final draft Template Monitoring Fact sheets (programme level) (task 1.1)
- Annex 2: Draft overview tables GES/targets per descriptor (task 1.1 & 1.3)
- Annex 3: Information consultation process EU Med MS (task 1.1)
- Annex 4: Structure & first documents on EEA website (task 1.2)
- Annex 5: Proposed structure 'umbrella' public webpage (task 1.4)
- Annex 6: Finalized document planning CAM events / SGM (task 2)
- Annex 7: CAM A minutes – Brussels, 7-8th of April (task 2)
- Annex 8: Action plan
- Annex 9: Revised template MED invoice for CAMs & SGMs organisation (task 2)

2.3 Changes detailed workplan

- Status: the progress made under the different tasks has been added under column 'Status'
- Timing of project tools & deliverables have been adapted according to agreed actions in CAM events
- Issues related to the Coordination & Alignment Meetings (CAMs) have been further discussed under Chapter 3 of the interim report and the related Annexes Annex 6 to Annex 7.

3 Coordination & Alginment Meetings (CAMs) & Steering Group Meetings (SMGs)

3.1 (Agreed) planning CAMs & SGMs

An overview of the CAMs & SGMs planned for the EU MED support project can be found in the table below.

Note: EU MED experts and NFCP are not expected to attend CAM D (September/October 2014). During CAM D project team members will present a discussion document to the Barcelona Convention/ ECAP meeting which addresses how results from the actions in Task 1 and Task 2 initiated by the EU MED MS and the Commission Services could become building blocks for future proposals that may expand for the whole of the Mediterranean Sea.

3.2 Changes CAMs/SGMs & process

- Rescheduling of timing CAMs organised in collaboration with IRIS-SES, JRC and ECAP (see under Section 3.5)
- Revision invoice template for CAMs & SGMs (Annex 9): a revised template has been made based on Annex 9 of the inception report (Guidelines for CAMs & SGMs organisation) to be used by the EU MED MS for reimbursement of their costs.
- In total 4 Steering Group Meetings will be organized (agreed by EC). Timing and location can be found in the table below or in Annex 6.

Steering group meetings (SGM) / Coordination & Alignment Meetings (CAM)	MD	2014												2015		Host country	Location	Date	
		Jan	Feb	Mrch	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb				Mrch
Kick-off meeting - SGM 1	1		x														Belgium	Brussels	10/02/2014
Project team meeting	1		x														Belgium	Brussels	11/02/2014
CAM A					x												Belgium	Brussels	7-8/04/2014
<i>CAM 1: Comparative analysis GES, Targets & indicators of EU MED MS</i>	0,5				x												Belgium	Brussels	8/04/2014
<i>CAM 2: Discussion on the template monitoring fact sheet</i>	0,5				x												Belgium	Brussels	8/04/2014
<i>CAM 3: Comparative analysis of monitoring activities EU MED MS (IRIS-SES)</i>	0,25				x												Belgium	Brussels	7/04/2014
<i>CAM 4: Discussion on structure public webpage (front page, hosting, etc.)</i>	0,25				x												Belgium	Brussels	7/04/2014
SGM2 + CAM B						x											Greece	Athens	6-7-8/05/2014
<i>CAM 5: Discussion results review GES and targets (Art. 12 ass) + review needs : input for prioritization needs</i>	0,5					x											Greece	Athens	7/05/2014
<i>CAM 6: Support completion MFS D10 - Marine litter</i>	1					x											Greece	Athens	6/05/2014
<i>CAM 7: Support completion MFS D11 - Noise</i>	0,5					x											Greece	Athens	7/05/2014
SGM2	0,25					x											Greece	Athens	7/05/2014
Attendance ECAP meeting (by project team)	1					x											Greece	Athens	8-9/05/2014
CAM C							x										Spain	Madrid	11-12/06/2014
<i>CAM 8: Support completion/ coordination MFS D5, D8 & D9 (Low Hanging fruit - based on common GES/targets)</i>	1						x										Spain	Madrid	11/06/2014
<i>CAM 9: Draft work plan technical and research needs MED</i>	1						x										Spain	Madrid	12/06/2014
CAM D										x							Greece	Athens	Sept/oct
<i>CAM 10: Presentation Discussion document to Barcelona Convention/ ECAP</i>	1									x							Greece	Athens	Sept/oct
CAM E											x						Cyprus	Nicosia	16-17/09/2014
<i>CAM 11: Integrated monitoring</i>	2										x						Cyprus	Nicosia	16-17/09/2014
SGM 3 + CAM F														x			MED country?	xx	18-20/11/2014
SGM 3	0,5													x			MED country?	xx	18-20/11/2014
<i>CAM 12: Data exchange & management</i>	0,5													x			MED country?	xx	18-20/11/2014
<i>CAM 13: Finalisation work plan priority needs</i>	1													x			MED country?	xx	18-20/11/2014
Final SGM 4	1														x		Italy	Venice	27/02/2014
(End project)																			15/03/2015

3.3 Outcomes CAMs & SGMs

Following Coordination & Alignment Meeting has taken place, covering 1 or more topics (see table above):

- SGM 1, 10/02/2014, Brussels (BE) – Steering Group Meeting 1 (kick-off)
- CAM A, 7-8/04/2014, Brussels (BE) (back to back with the bilateral EC meeting with the MED MS on Art. 12 assessment)

In total 13 experts attended the meeting, representing 7 of the 8 EU MED MS (excl. Malta). Mrs. Popi Pagou also attended the meeting, as a representative of the IRIS-Ses project, but could also represent Greece. The main conclusions on the CAM A event are:

- It has become more or less clear what the state-of-play is as regards to the preparation of the monitoring programmes. The majority of the MS is still in an initial phase (starting discussions), except for France, Spain and Italy who are more advanced.
- It is clear that there are many potential synergies between the MED support project and the IRIS-SES project. Exchange of project results and planning issues to be followed up by both projects.
- A covering public webpage is considered to be useful by most MS, but not seen as a priority (not at the expense of other identified needs). Main goal would be to inform a more broader audience on the project and to provide the links to the other national webpages (incl. consultation monitoring programmes).
- Following descriptors have been proposed to be further coordinated at the regional level: D5, D8, D9 (some potential common indicators that have been identified) + D10 and D11 (gaps). All MED MS agreed on this, except for Italy who gave preference to D1.
- It has been concluded that the presented Monitoring Fact Sheet (MFS) template needs to be adjusted to fit for regional coordination purpose in the first place. MS can then choose to what extent they further use the MFS (e.g. for EC reporting). The MFS template will be less suitable for consultation purposes due to the language issue (time & cost-consuming translation process towards national language).

An overview of the minutes/ presentations of the CAMs has been included in Annex 7 and the documents have been uploaded on the EEA webpage.

3.4 Financial overview – reimbursement

CBE	Date	Location	Participants (total #)	Participants (reimbursed)	Budget reimbursed (EUR)	Saldo (EUR)
Total travel budget (PTE + EU MED experts + external experts)						172.850,00
SGM 1 (kick-off)	10/02/2014	Brussels (BE)	21	19	2.725,69 (only 4 participants have already applied for reimbursement)	170.125,00
CAM A	7-8/04/2014	Brussels (BE)	13	11	9.584,14 (excl. travelexpences of 3 participants)	160,541,00

3.5 Cooperation & synergies with other projects

- The IRIS-SES project (<http://iris-ses.eu>) has been presented by Ms P. Pagou during the first CAM event (Brussels, March 2014). The presentation of the IRIS-SES project activities has been uploaded on the EEA webpage. Synergies have been identified between both projects, with the most important ones:
 - Activity 1 of IRIS - SES: analysis of the monitoring programs carried on the in the framework of European/Regional/ National legislation in relation to MSFD requirements including the preparation of a catalogue and a comprehensive analysis of monitoring activities (deadline: March 2014 + continuous update during project-lead: NIMRD (RO)). The catalogue has 7 Excel Files for each country from two RSCs (UNEP MAP and BSC) comprising of 17 worksheets developed to answer to art.11 MSFD requirements.: D1,4,6 (Birds); D1,4,6 (Mammals); D1,4,6 (Fish); D1,4,6 (Seabed habitats Phytobenthos); D1,4,6 (Seabed habitat Zoobenthos); D1,4,6 (Water column habitats Phytoplankton); D1,4,6 (Water column habitat Zooplankton); D2 (Non-Indigenous species); D3 (Commercial Fish and Shellfish), D5 (Eutrophication); D7 (hydrographical changes); D8 (contaminants in water); D8 (contaminants in sediments) ; D8 (contaminants in biota); D9 (contaminants in seafood); D10 (marine litter); D11 (energy&noise). – Synergy with task 1.1 of Support MED project – comparative analysis of monitoring activities (lead CORILA). A draft version of the catalogue will be exchanged after the interim report of IRIS-SES has been approved by the EC.
 - Activity 2 (mainly task 3) of the IRIS-SES project: Identification of emerging monitoring needs and gaps (deadline: Sept 2014 – lead University of Salento (IT))

- synergy with task 1.1 (MFS) and 1.3 (needs) of support MED project: comparative analysis of common GES/targets (lead ARCADIS) & support in development action plans (lead CORILA)
- Activity 4 of the IRIS-SES project is to optimize and adapt ongoing joint marine monitoring in the MED and Black Sea to MSFD requirements. (deadline: Jan 2015-lead IEO (SP)) – synergy with task 1.1 (MFS) and 1.3 (needs) of support MED project: support integrated monitoring (common protocols, coordination mechanisms and standardization) (lead CORILA)
- Activity 5 of the IRIS-SES project - Potential synergies with support MED project in organisation of workshops: As IRIS-SES is planning scientific workshops in the 12th month of their project (corresponding with September/October 2014) and 4 regional stakeholder meetings, possibilities will be explored to set-up the events of both projects in a coordinated way (back-to-back). This relates specifically to CAM E on integrated monitoring. Cyprus has confirmed their willingness to host the event on the 16-17th of September in Nicosia (Cyprus). IRIS-SES will check the possibility to organize their workshop on these dates in Cyprus.
- Contact has been taken with JRC on a joint workshop on data management (CAM F) and cooperation confirmed. Currently the event would probably take place in November 2014, but no MED host country has been defined yet. Fine-tuning of agenda, location and date to be done together with JRC. If relevant, also IRIS-SES will be involved in the set-up of this event on data management.
- Contact with ECAP (Ms. Gyorgyi Gurban) has been taken to present the project (during CAM B in Athens) and to present the discussion document **by project team members** (CAM D) (**No attendance expected by EU MED experts**). At this moment the latter event will most probably take place in September/ October. To be further confirmed by ECAP. Optimal alignment has been worked out in setting up the CAM B event and the ECAP CORMON meeting in the first week of May (Athens). Both meetings will discuss possible cooperation in the monitoring of marine litter (besides some other topics on the agenda's).

4 Critical issues

4.1 Cooperation with EU MED NFCP

- The designated National Focal Contact Points (NFCP) for the MED countries are respectively:
 - Croatia NFCP: Barbara Skevin Ivosevic, Barbara.Skevin-Ivosevic@mzoip.hr (back up Sandra Troselj Stanisic)
 - Cyprus NFCP: Savvas Michaelides, smichaelides@dfmr.moa.gov.cy (back up Marilena Aplikioti)
 - France NFCP: Christophe Lenormand, christophe.lenormand@developpement-durable.gouv.fr (Back up: Philian Retif)
 - Greece NFCP: Dr Costas Papakonstantinou, pap@hcmr.gr (back up Panagiotis Panagiotidis)
 - Malta NFCP: Carmen Mifsud, msfd@mepa.org.mt (Back up: to be confirmed)
 - Italy NFCP: Oliviero Montanaro, Montanaro.oliviero@minambiente.it (Back up Viviana Vindigni)
 - Slovenia NFCP: Monika Peterlin, monika.peterlin@izvrs.si (back up Maja Sever)
 - Spain NFCP: Sagrario Arrieta Algarra, sarrieta@magrama.es (back up Marta Martínez-Gil)
- Up to now the cooperation with the EU MED NFCP is satisfactory. The NFCP take up their role of informing us on the status of MSFD implementation in their MS (through questionnaire), help identifying MED experts for the CAM events and attended all the first SGM (kick-off). Many of the NFCP also participated to the first CAM A event on the 7-8th of April in Brussels (except for Malta).
- In most EU MED MS the number of persons responsible/involved in the implementation of the MSFD requirements (incl. the establishment of monitoring programmes) is rather limited. In addition, these persons often have responsibilities in other domains of EU legislation. The high work load that some EU MED MS are currently facing, can be seen as a risk and could become an obstacle in attending the CAMs or in supporting some of the tasks. Furthermore their presence is expected in several other EC and regional meetings. Some MS (especially Malta) have already pointed to the fact that attending some of the CAMs will therefore not be feasible. To overcome these problems we have tried to organize the CAMs as much as possible back to back with other important EC (e.g MSCG) and regional (eg. ECAP) meetings.
- It is clear from the input provided by the NFCP that some EU MED MS are well advanced in the development of the monitoring programme, while the majority is still in an initial phase. This leads sometimes to differences in priority setting of deliverables. We will try however to give priority to the tasks/needs identified by the majority of the

EU MED MS. During CAM A we came to an agreement to work on Descriptor 5, 8 & 9 for the common indicators and on Descriptor 10 & 11 for main gaps. Italy gave preference to D1, and suggested to consider D1 in a second phase.

- CAM events will be organised to work on coordinated actions to monitor these selected descriptors. It is clear from the comparative analysis on GES/targets and on the discussions during CAM A that for D1/4/6, D7 & D2 it is more difficult to reach quick-wins for coordinated actions in the first MSFD cycle. Support for D3 should come from GFCM (General Fisheries Commission for the Mediterranean), but at this moment information exchange is limited. More detailed information can be found in the minutes of CAM A.
- NFCP should pay attention to deliver their input in time to not slow down the project process. Especially the process of appointment of the MED experts to the CAM events should be improved. Currently the deadlines set forward are not met by some of the EU MED MS having an impact on the practical arrangements (travel, hotel) to be made for the CAMs/SGMs (a.o. higher prices).
- For a more efficient reimbursement process, we also like to stress the importance to use and complete in a correct way the MED invoice template. A revised version has been sent prior to the CAM B event, including more guidance on the costs, the process (draft vs final version), etc. This MED invoice template will be included as annex to the invitations for the next CAMs/SGMs.

4.2 Cooperation with EU MED experts

- Up to now, the number of EU MED experts (other than the NFCP) was limited. However, for the CAM B event specifically dealing with Marine Litter and Noise, most EU MED MS have appointed experts. It seems that more difficulties arise to appoint noise experts, then Marine Litter experts.
- Although responsibilities of other institutes in relation to the monitoring of elements under the various descriptors have been identified within the first CAM event, it seems that difficulties can arise to actually engage them in the completion process of the MFS. The institutes point out that the lack of capacity (manpower & financial) can become an issue here. For some institutes no clear mandate or long-term financing was given for support in the MSFD implementation related to establishing monitoring programmes. NFCP will have a role in engaging these relevant institutes in case problems will arise.

4.3 Others

- By clustering the events (in total 6; marked from CAM A to CAM F) the financial reimbursement of the experts is currently under control and allows us to organize 13 CAM topics (within the 6 CAM events). A financial evaluation will occur after each

CAM in order to adjust this process if needed (e.g. by balancing the international/ local PTE participants, optimizing the clustering of events).

- The cooperation with other organisations (JRC, IRIS-SES, ECAP) should also assess the best options for reimbursement of the EU MED experts. A certain degree of flexibility could allow some EU MS to attend more meetings than originally planned. For example the CAM B event has been planned back to back to ECAP CORMON meeting. Agreements have been made between ECAP and the MED support project that flights can be adjusted to allow attendance of both meetings, and a clear distinction between the reimbursed nights according to EU (MED support project) or UNEP (ECAP) rules have been agreed.

5 Further planning

	2014												2015			Deadline	
	Dec	Jan	feb	mrt	apr	mei	jun	jul	aug	sept	oct	nov	dec	jan	feb		mrt
Official start project	x																18/12/2014
Bilateral meeting EC	x																18/12/2014
Draft inception report			x														3/02/2014
Kick-off meeting - Brussels			x														10/02/2014
Project Team meeting			x														11/02/2014
Initial template monitoring fact sheet			x														28/02/2014
Final inception report			x														28/02/2014
CAM A (April)					x												7-8/04/2014
Final draft template monitoring fact sheet						x											1/05/2015
Short report incl. overview tables relevant info per descriptor						x											1/05/2015
Finalised document planning events						x											1/05/2015
Draft structure public webpage						x											1/05/2015
Interim report / Progress report						x											1/05/2014
SGM2 + CAM B (May)						x											6-7/05/2014
Operational public MSFD web page for MED EU MS (covering page)							x										1/06/2014
Draft monitoring fact sheets D10, D11 (programme level) - English							x										30/06/2014
CAM C (June)							x										11-12/06/2014
Draft monitoring fact sheets D5, 8, 9 (programme level) - English								x									15/07/2014
Draft document technical & scientific needs per descriptor									x								1/09/2014
Discussion document on building blocks for Mediterranean Sea										x							1/09/2014
CAM D (Sept)										x							12/09/2014
CAM E (Sept)										x							16-17/09/2014
Final input monitoring fact sheets (selected descriptors)										x							1/10/2014
Final reporting monitoring programmes to EC (outside scope project)											x						15/10/2014
Progress report											x						31/10/2014
SGM 3 + CAM F (Nov)												x					18-19/11/2014
Final document technical & scientific needs per descriptor (after internal consultation)												x					30/01/2015
Background document incl. concrete work plan for Barcelona RSC 2014-2016 (after consultation)													x				15/02/2015
Draft final report/ Progress report														x			18/02/2015
Final SGM 4																	28/02/2015
Final report																x	15/03/2015

More detailed actions can be found in the minutes of CAM A (Annex 7) and in the Action plan (Annex 8).

Annexes

Annex 1: Final draft Template Monitoring Fact sheets (programme level) (task 1.1)

Annex 2: Draft overview tables GES/targets per descriptor (task 1.1 & 1.3)

Annex 3: Information consultation process EU Med MS (task 1.1)

Annex 4: Structure & first documents on EEA website (task 1.2)

Annex 5: Proposed structure 'umbrella' public webpage (task 1.4)

Annex 6: Finalized document planning CAM events (task 2)

Annex 7: CAM A minutes – Brussels, 7-8th of April (task 2)

Annex 8: Action plan

Annex 9: Revised template MED invoice for CAMs & SGMs organisation (task 2)

Annex 1: Final draft Template Monitoring Fact sheets (programme level) (task 1.1)

MONITORING FACT SHEET	
Version	(date)
Country:	"EU MED Member State"
Author:	(name of person completing the sheet)
Institute:	(name of institute representing)

MONITORING FACT SHEET TEMPLATE <i>(Priority levels: High (green) – Medium (white) – Low (red))</i>		This column is for information only and should be removed when the sheet has been filled in.
Title: Monitoring programme (Descriptor)		
1. General		Reporting sheet questions (ref. DIKE_9-2014-03 for additional guidance on questions) and comments on template suggestions presented below
1.1 Subject area	Programme name: Programme ID: (MEDXX-DY)	Q4: Programme name (4d); Programme ID (exchange XX with FR or MA or etc; exchange Y with relevant descriptor no.) (4e)
1.2 Description	Description: Items monitored: <ul style="list-style-type: none"> • State/impact – <i>add items</i> • Pressures - <i>add items</i> • Other - <i>add items</i> Monitoring approach:	Q4: Programme description (4f). Free text or URL link. <u>Description:</u> Describe the aim of the monitoring (eg assessment of GES and of (distance to) targets). What is monitored by the programme (state/impact, pressure, activities, measures) and why. How does it adapt to new and emerging environmental problems <u>Monitoring approach:</u> Give a general overview of where, when and how monitoring is carried out. <i>(As an example for monitoring approach: The total number of benthic samples (Van Veen grabs) varies between 100</i>

		<p><i>and 200 samples per year, and the total number of epibenthic samples between 40 and 80 per year, depending on the occurrence and intensity of human activities in different areas. The exact number of samples per year depends on which sand extraction and disposal area is visited (certain rotation system + depending on where the activity is going on) and the monitoring intensity of the wind farm program.</i></p> <p><i>The frequency of sampling occurs annually for Van Veen grabs (macrobenthos) in the extraction and dumping sites, depending on the area, while biannually in the wind farm area for macro- and epibenthos, and in the extraction and dumping sites for epibenthos (beamtrawl).)</i></p>
1.3 Competent authority/ies	<p><i>Competent authority responsible for monitoring programmes:</i></p> <p><i>www –link:</i></p>	<p>Q4: Responsible Competent Authority (4a)</p> <p>If more than one – put authority that is contact point to the EU Commission</p>
1.4 Monitoring institutions	<p><i>Name of institutions that carry out the monitoring (including URL-link):</i></p>	<p>Q4: Responsible institutions; relationship to Competent Authority (4b) +(4c)</p>
1.5 Additional information	<p><i>Where can additional information be found (e.g. via a web link)</i></p> <p><i>Regarding regional coordination:</i></p> <p><i>Details on coordination efforts:</i></p> <p><i>Regarding transboundary impacts:</i></p> <p><i>Regarding major changes and new issues:</i></p>	<p>Q3: Additional information on:</p> <p>Regional coordination (3a);</p> <p>Consideration of transboundary impacts(3b);</p> <p>Ability of programme to identify major changes in environment and new and emerging issues; (3c)</p> <p>Remember this project and other relevant joined project</p>
Revise		
2. Monitoring framework		
2.1 Monitoring carried out	<p><i>Listed below are direct references to the relevant monitoring</i></p>	<p>The purpose of this section is to give an overview of existing</p>

<p>under other programmes</p>	<p><i>carried out under other programmes – EU directives, Barcelona Convention agreements, national plans, research programme requirements, other.</i></p> <p><u>Only enter actual existing monitoring</u></p> <p>Delete/add rows</p> <p>List Directives with related monitoring programmes</p>	<p>monitoring related to this programme and to help coordinate already existing monitoring</p> <p>Q8a: Existing monitoring programmes deliver data to other directives etc. This part of the monitoring fact sheet helps to give an overview of how and where the specific monitoring is used for many purposes/requirements (8a).</p> <p>State where relevant monitoring is already carried out (or should be/is required)</p>
<p>Habitat Directive</p>	<p>Items monitored:</p> <p>Description of programme:</p> <p>Link to programme:</p> <p>Responsible institution:</p>	<p>Monitoring carried out for the HD:</p> <p>Eg. Monitoring of seabirds or cetacean</p> <p>Short description of programme or</p> <p>Link to description</p>
<p>WFD</p>	<p>Items monitored:</p> <p>Description of programme:</p> <p>Link to programme:</p> <p>Responsible institution:</p>	<p>Monitoring carried out for the WFD:</p> <p>Eg. N and P in coastal waters</p> <p>or priority substances in 12 nm zone</p>
<p>Barcelona Convention</p>	<p>Items monitored:</p> <p>Description of programme:</p> <p>Link to programme:</p> <p>Responsible institution:</p>	<p>Does the programme fulfil any formal obligations to the Barcelona Convention?</p>
<p>Other plans and/or programmes</p>	<p>Items monitored:</p> <p>Description of programme:</p> <p>Link to programme:</p>	<p>Does the programme fulfil any formal obligations to other plans and programmes?</p>

	Responsible institution:	
<p>2.2 GES criteria/ indicators (see Commission Decision of 1. September 2010)</p>	<p>List relevant GES Criteria and indicators (see Commission Decision of 1. September 2010)</p> <p>Put in all criteria and related indicators for the descriptor and highlight (in bold) the criteria/ indicators that you have considered so far (eg that have targets and will be monitored).</p>	<p>Which GES criteria are addressed/monitored by the programme (5a). Select the relevant criteria</p> <p>Which characteristics [indicators] are addressed/monitored (5b)</p>
	<p>Example (D5) where only criteria/indicators in bold are addressed by the programme:</p> <p>5.1. Nutrients levels</p> <ul style="list-style-type: none"> - Nutrients concentration in the water column (5.1.1) Indicators: phosphorus (P-PO4, TP), nitrogen (N-NH4, N-NO3, N-NO2, TN) and silica - Nutrient ratios (silica, nitrogen and phosphorus) (5.1.2) <p>5.2. Direct effects of nutrient enrichment</p> <ul style="list-style-type: none"> - Chlorophyll concentration in the water column (5.2.1) - Water transparency related to increase in suspended algae (5.2.2) - Abundance of opportunistic macroalgae (5.2.3) - Species shift in floristic composition such as diatom to flagellate ratio, benthic to pelagic shifts, as well as bloom events of nuisance/toxic algal blooms (e.g. cyanobacteria) caused by human activities (5.2.4) <p>5.3. Indirect effects of nutrient enrichment</p> <ul style="list-style-type: none"> - Abundance of perennial seaweeds and sea grasses adversely impacted by decrease in water transparency (5.3.1) - Dissolved oxygen, i.e. changes due to increased organic matter decomposition and size of the area concerned 	<p>All 3 criteria are addressed in the example but only 5 of the 8 possible indicators are addressed</p>

	(5.3.2).	
<p>2.3 Features, pressures and impacts</p> <p>Put in bold the characteristics that are addressed by the programme (MSFD, Annex III, Table 1):</p>	<p>Physical and chemical features</p> <p>Habitat types</p> <p>Biological features</p> <p>Other features</p>	<p>Which elements of Annex III (ecosystem components, pressures/impacts) are addressed/monitored by the programme (5c)</p>
<p>Put in bold the Pressures and impacts that are addressed by the programme (MSFD, Annex III, Table 2):</p>	<p>Physical loss</p> <p>Physical damage</p> <p>Other physical disturbance</p> <p>Interference with hydrological processes</p> <p>Contamination by hazardous substances</p> <p>Systematic and/or intentional release of substances</p> <p>Nutrient and organic matter enrichment</p> <p>Biological disturbance</p>	
<p>2.4 GES</p> <p>Assessment of GES (GES as defined in the article 9 reporting or if relevant, revised GES based on the Art. 12 assessment)</p>	<p>Example:</p> <p>GES definition 1: Human-induced eutrophication is minimised, especially adverse effects thereof, such as losses in biodiversity, ecosystem degradation, harmful algae blooms and oxygen deficiency in bottom waters.</p> <p>How is GES assessed by the programme/method (5d+ 5f):</p> <p>The programme will provide monitoring data [annually/2x pr</p>	<p>State the definition of GES for the relevant descriptor as reported for article 9 or as revised on the basis of the article 12 assessment and</p> <p>describe how the programme</p> <ul style="list-style-type: none"> addresses assessment needs for the relevant descriptor; contributes to determining distance from GES and trends in status (5d);

	<p><i>year/...] on [eg. nutrients, chlorophyll a, seabed fauna etc]. The data will be used in assessment of targets (described in section 2.5 below) and trends in status. Assessment of the natural and climatic variability is planned for the next update of the monitoring programme in 2020 (see section 6.3 below). Etc.</i></p> <p>GES definition 1: state the definition(s) of GES as reported in article 9 or as revised.</p> <p>How is GES assessed by the programme/method (5d+ 5f): Text</p> <p>GES definition 2: Add definition if more than one GES definition is relevant for the programme</p> <p>How is GES assessed by the programme/method (5d+ 5f): Text</p>	<ul style="list-style-type: none"> addresses natural and climatic variability; responds to risk of not achieving GES (5f)
<p>2.5 GES and environmental targets</p> <p><i>Relevant MSFD GES and targets defined in the article 10 reporting to be monitored or if relevant revised targets based on the Art. 12 assessment</i></p> <p><i>(Note: Work out conf. example)</i></p>	<p><i>Example:</i></p> <p>GES definition: Human-induced eutrophication is minimised, especially adverse effects thereof, such as losses in biodiversity, ecosystem degradation, harmful algae blooms and oxygen deficiency in bottom waters.</p> <p>Target (6a):The 75th percentile of seasonal concentrations of nutrients in the water column are within the threshold values indicative of GES, according to the relevant national legislation, by 2020</p> <p>Target type : X State. _ Impact. _ Pressure. _ Operational</p> <p>Indicator: Seasonal concentrations of nutrients in the water</p>	<p>Q6: List the targets addressed by the monitoring programme under the relevant GES definition.</p> <p>Which GES definition do the targets relate to?</p> <p>Which reported targets are addressed (6a)?</p> <p>Which indicators/ parameters are monitored?</p> <p>(Note: please refer to indicator level of Commission Decision 01/09/2010 (eg. 5.1.1)) Will the programme provide adequate data to assess progress towards achievement of target and will the collected data enable updating of targets (6b-c)?</p>

	<p>column (5.1.1)</p> <p>Parameters: PO4, TP, NOx, NH4, TN, SiO4</p> <p>Will programme provide adequate data to assess:</p> <p>Suitable and sufficient data (6b): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Established methods for assessment (6b): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Adequate capacity to perform assessment (6b): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Updating of targets (6c): Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>Comments (6d):</p> <hr/> <p>GES definition: (insert relevant GES definition)</p> <p>Target 1 (6a): (insert definition target)</p> <p>Target type: <input type="checkbox"/> State. <input type="checkbox"/> Impact. <input type="checkbox"/> Pressure. <input type="checkbox"/> Operational</p> <p>Indicator:</p> <p>Parameters:</p> <p>Will programme provide adequate data to assess (6b-c):</p> <p>Suitable and sufficient data (6b): Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Established methods for assessment (6b): Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Adequate capacity to perform assessment (6b): Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Updating of targets (6c): Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Comments (6d):</p> <p>Target 2 (6a): (insert definition target)</p> <p>Target type: <input type="checkbox"/> State. <input type="checkbox"/> Impact. <input type="checkbox"/> Pressure. <input type="checkbox"/> Operational</p>	<p>Comment:</p> <p>Explain how the programme will contribute to the assessment of progress with targets (6d) – free text</p>
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	<p>Indicator:</p> <p>Parameters:</p> <p>Will programme provide adequate data to assess (6b-c):</p> <p>Suitable and sufficient data (6b): Yes _ No _</p> <p>Established methods for assessment (6b): Yes _ No _</p> <p>Adequate capacity to perform assessment (6b): Yes _ No _</p> <p>Updating of targets (6c): Yes _ No _</p> <p>Comments (6d):</p> <p>Target 3 etc. (to be continued)</p>	
Etc.		
3 Monitoring concept		
<p>3.1 General description of relevant subprogrammes in monitoring programme</p>	<p><i>Example:</i></p> <p>Sub-pgm: D1 Highly mobile species - mammals (4g)</p> <p>State/Impact: <i>X</i> Pressure: _ Activities: _ Measures _</p> <p>(1) Feature monitored(9a) : Mobile species distribution</p> <p>Parameters (9b): Distribution of harbour porpoise (etc)</p> <p>Monitoring method (9c): Arial survey (ref/link to method)</p> <p>Temporal resolution (9h): Every 2nd year starting 2015</p> <p>(2) Feature monitored : Mobile species habitat status</p> <p>Parameters: Area and suitability of habitat for harbour</p>	<p>List subprogrammes monitored under this programme (only general description)</p> <p>Use list In document DIKE_9-2014-03_Art11ReportingPackage.doc and BS-CBE Jan_MFS Pgm Subpgm_list_rev.xls for subprogramme names. New ones may be added if necessary. Use BS-CBE Jan_MFS Pgm Subpgm_list_rev.xls to see/check parameters measured in subprogramme</p>

	<p><i>porpoise (etc)</i></p> <p>Monitoring method (9c): <i>Arial survey (ref/link to method)</i></p> <p>Temporal resolution (9h): <i>Every 2nd year starting 2015</i></p> <p>QA/QC (9e+ 9f): <i>guideline/standard/etc</i></p> <hr/> <p>Sub-pgm (4g):</p> <p>State/Impact: _ Pressure: _ Activities: _ Measures _</p> <p>(1) Feature monitored (9a):</p> <p>Parameters (9b):</p> <p>Monitoring method (9c):</p> <p>Temporal resolution (9h):</p> <p>(2) Feature monitored (9a):</p> <p>Parameters (9b):</p> <p>Monitoring method (9c):</p> <p>Temporal resolution (9h):</p> <p>QA/QC (9e+ 9f):</p> <hr/> <p>Sub-pgm (4g):</p> <p>State/Impact: _ Pressure: _ Activities: _ Measures _</p> <p>(1) Feature monitored (9a):</p> <p>Parameters (9b):</p>	
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	<p>Monitoring method (9c):</p> <p>Temporal resolution (9h):</p> <p>(2) Feature monitored (9a):</p> <p>Parameters (9b):</p> <p>Monitoring method (9c):</p> <p>Temporal resolution (9h):</p> <p>QA/QC (9e+ 9f):</p>	
<p>3.2 Description of monitoring network</p>	<p><i>Description + maps (describing the spatial resolution of the entire programme)</i></p> <p><i>Example:</i></p> <p>Institute responsible for programme network 1: RNWOS</p> <p>Features monitored/parameters: <i>Nutrient concentration/concentration of N and P; plankton biomass/chl a; etc</i></p> <p>Transitional waters: <i>None</i></p> <p>Coastal waters: <i>20 stations in 13 water bodies; 6 cruises: May, June, July, August, September, November</i></p> <p>Territorial waters: <i>3 stations 4 times per year</i></p> <p>EEZ/EPZ: <i>(Transect cape Galata) 10 stations (research monitoring) 6 cruises: May, June, July, August, September, November</i></p> <p>[Insert map]</p>	<p>Spatial resolution (density of sampling) (4i). Show sampling network on map. Describe the rationale for the geographical scope of the programme ("4j")</p>

	<p>Comment (4j): <i>Stations have been placed in 4 transects representative of the Marine Units (A,B,C,..)</i></p> <hr/> <p>Institute responsible for programme network 2: <i>University of Musa</i></p> <p>Features monitored/parameters: <i>Water column characteristics/transparency; Nutrient concentration/concentration of N and P</i></p> <p>Transitional waters: <i>N/A</i></p> <p>Coastal waters: <i>3 stations in Bay of Musa. 2 stations in Bay of Oml</i></p> <p>Territorial waters: <i>N/A</i></p> <p>EEZ/EPZ: <i>N/A</i></p> <p>[Insert map]</p> <p>Comment</p> <hr/> <p>Institute responsible for network:</p> <p>Transitional waters:</p> <p>Coastal waters:</p> <p>Territorial waters:</p> <p>EEZ:</p> <p>[Insert map]</p> <p>Comment:</p>	
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<p>3.3 Activities and measures</p>	<p><i>Example:</i></p> <p>Activity monitored by the programme (7a): Coastal, riverine and atmospheric inputs from land - industrial discharges and emissions</p> <p>Description (7b): The activity result in accumulation of X, Y, Z in seabed and water column in the entire marine area. Monitoring data of the activity will be modelled to assess pressures from the activity.</p> <p>Measure monitored by the programme (7c): National legislation requires industry to reduce inputs X, Y, Z by 5% annually until 2020.</p> <p>Monitoring effectiveness measure (7d): Concentration of X, Y, Z monitored in seabed and water column to assess effect of measure.</p> <p>Activities measured by the programme (7a): [See Appendix 1 for activities]</p> <p>Description (7b):</p> <p>Measures measured by the programme (7c): [Enter existing measure(s) if any are in place]</p> <p>Monitoring effectiveness measure (7d):</p>	<p>Q7: Relevant activities (7a); describe the nature of activity or pressure (7b); relevant existing measures (if any) (7c); how are existing measures monitored (7d)</p>
<p>3.4 Data management</p> <p><i>How and where are data managed? How and where can data be accessed? (General description – programme level)</i></p>	<p>Select nature of data to be made available(10c):</p> <ul style="list-style-type: none"> _ Unprocessed/raw data _ Processed data sets _ Data products _ Simulated (modelled) data 	<p>Q10 (+Q3): Access to data; use rights; when will data become available; updates when; how will data be made available to the EEA</p>

	Select use rights (3e+10c): <ul style="list-style-type: none"> _ Open access for all data _ Open access for a part of the data (specify) : _ Restricted access by specific licence (specify) : _ Data will not be available For a programme that did not start yet: When will the first data/results become available (10c)?	
4. Assessment		
4.1 Assessments	Existing assessments: Provide information about or URL links to existing assessments (eg. Initial Assessment)	This is for information purpose only. Where can stakeholders etc find existing assessments on issues relevant to the programme
5. Literature/References		
5.1 Literature/References	List of relevant literature (manuals, standards, guidelines)	List relevant (for coordination purposes): Manuals Standards Guidelines
6. Activities required to implement the concept		
6.1 Changes to the current monitoring programme	Necessary changes and recommendations Describe <i>necessary</i> changes for the programme to cover the requirements of MSFD. Description in general terms. Recommendations: Actions (MS):	Which changes are necessary to the current/existing monitoring programme to secure adequacy with regards to MSFD (eg. changes in monitoring network) Q7: Will the programme provide necessary data and information to enable identification of relevant activities/pressures that are causing environmental

	Regional actions: xxx	degradation and will the programme identify suitable new measures and the effectiveness of existing measures (7e)
6.2 Gaps: GES assessment	If programme not yet adequate for data and information needs to assess GES, select when the programme will be considered fully adequate: <ul style="list-style-type: none"> _ In 2014 _ In time for next assessment in 2018 _ In time for updating of monitoring programme in 2020 _ Later than 2020 	Select when the programme is expected to be adequate: In 2014; in time for next assessment in 2018; in time for updating of monitoring programme in 2020; later than 2020 (5g)
6.3 Actions for GES	<i>If the programme is not considered fully adequate for data and information needs to assess GES, describe what plans are in place to make it fully adequate (eg. to fill gaps in data methods, understanding or capacity). Describe timeframe, priorities and obstacles.</i> <p>Gaps:</p> <p>Actions:</p> <p>Regional actions: xxx</p>	Free text or URL link to relevant information (5h)
6.4 Gaps: Target assessment	If programme not yet adequate for data and information needs to assess targets, select when the programme will be considered fully adequate: <ul style="list-style-type: none"> _ In 2014 _ In time for next assessment in 2018 _ In time for updating of monitoring programme in 2020 _ Later than 2020 	Select when the programme is expected to be adequate: In 2014; in time for next assessment in 2018; in time for updating of monitoring programme in 2020; later than 2020 (6e)

<p>6.5 Actions for targets</p>	<p><i>If the programme is not considered fully adequate for data and information needs to assess targets, describe what plans are in place to make it fully adequate (eg. to fill gaps in data methods or capacity). Describe timeframe, priorities and obstacles.</i></p> <p>Gaps:</p> <p>Actions:</p> <p>Regional actions: xxx</p>	<p>Free text or URL link to relevant information (6f)</p>
<p>6.6 Actions for measures</p>	<p><i>If relevant: If the programme is not considered fully adequate for data and information needs to assess measures describe what plans are in place to make it fully adequate (eg. to fill gaps in data methods or capacity). Describe timeframe, priorities and obstacles.</i></p> <p>Gaps:</p> <p>Actions:</p> <p>Regional actions: xxx</p>	<p>Free text or URL link to relevant information (7f)</p>

Appendix 1

Indicative list of human activities	
Activity theme	Activity
Extraction of living resources	Fisheries incl. recreational fishing (fish and shellfish)
	Seaweed and other sea-based food harvesting
	Extraction of genetic resources/bioprospecting/maerl
	Extraction of living resources - other
Food production	Aquaculture (fin-fish and shellfish)
	Food production - other
Man-made structures (incl. construction phase)	Land/sea physical interaction: land claim, coastal defence
	Port operations
	Placement and operation of offshore structures (other than for energy production)
	Submarine cable and pipeline operations
	Man-made structures (incl. construction phase) - other
Extraction of non-living resources	Marine mining (sand and gravel, rock)
	Dredging
	Desalination/water abstraction
	Extraction of non-living resources - other
Energy production	Marine-based renewable energy generation (wind, wave and tidal power)
	Marine hydrocarbon (oil and gas) extraction
	Energy production - other
Transport	Shipping
	Transport - other
Waste disposal	Solid waste disposal incl. dredge material
	Storage of gasses
	Waste disposal - other
Tourism and recreation	Tourism and recreation incl. yachting
	Recreation - other
Research and survey	Marine research, survey and educational activities

Military	Defence - recurrent defence operations
	Defence - dumping of unwanted munitions
	Military - other
Land-based activities/industries	Coastal, riverine and atmospheric inputs from land - industrial discharges and emissions
	Coastal, riverine and atmospheric inputs from land - agricultural and forestry run-off and emissions
	Coastal, riverine and atmospheric inputs from land - municipal waste water discharge
	Land-based activities/industries - other
Other	Other marine uses and activities

Annex 2: Draft overview tables GES/targets per descriptor (task 1.1 & 1.3)

Annex 3: Information consultation process EU Med MS (task 1.1)

Following table gives a summary of the information provided by the NFCP on the consultation process:

- Most EU MED MS plan(ned) to start their consultation in May; but for many of them this process will be postponed to a later date (not further specified) as the monitoring programmes are still in development
- A lot of variety exist in the duration of the consultation processes within the 8 EU MED MS
- The majority of the EU MED MS have a national webpage on MSFD that will be used for consultation of the monitoring programmes.

During the CAM A event the 8 EU MED MS has made clear that support in the consultation of monitoring programmes is not a priority need. No further coordination of the consultation process (duration, start date) will be provided within the EU MED support project which is practically also unfeasible regarding the high variability within the information provided. The only support will exist in the development of an umbrella webpage (see further) for the 8 EU MED MS providing the links to all the national webpages.

MED MS	Programme	Subprogramm	Start	Duration	National webp	Need Support	Jan	Feb	Mrch	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Italy	no info given	no info given	no info given	no info given	Y	Y (evaluation: not satisfactory (low feedback))												
Malta	x	x	May	1,5 Month	Y	Y (moderate evaluation)												
Croatia	x	x	1/05/2014	1 Month	Y	N												
Slovenia	no info given	no info given	not started; no estimate	6 Months	Y?	N												
Cyprus	N (to be clarified further)	N (to be clarified further)	May	1 Month	Y	Y												
Greece	x	x	May	1 Month	Y	N												
Spain	x	x	1/05/2014	1,5 Month	Y	N												
France	x	x	no info given	3 Months	Y	N												

Annex 4: Structure & first documents on EEA website (task 1.2)

Objectives:

Exchange platform for:

- project related documents and results
- Calendar of project events
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Structure

1. About
2. Library
 - a. General project information
 - b. Background documents
 - c. Task 1.1: Monitoring Fact Sheets (MFS)
 - Template MFS
 - Monitoring fact sheets
 - Related CAM
 - d. Task 1.2: EEA webpage
 - Related CAM
 - e. Task 1.3: Technical and scientific needs
 - Consultation
 - Comparative analysis
 - Research projects
 - Related CAM
 - f. Task 1.4: Public webpage
 - Related CAM
 - g. Task 2: Coordination and Alignment Meetings
 - CAM Calendar
 - CAM Action points
 - CAM Matrix experts
 - CAM Templates
3. Member search
4. Events
5. IG search
6. Help

Library | Mediterranean MSFD implementation - Internet Explorer
 http://projects.eionet.europa.eu/mediterranean-msfd-implementation/library

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SERVICES | REPORTNET | TOOLS | TOPICS (ETCS)

You are here: Eionet > Eionet Projects > Mediterranean MSFD implementation > Library

Navigation

- >> About
- >> Library
- >> Member search
- >> Events
- >> Email
- >> WebEx planning mail
- >> IG Search
- >> Help

Places

- >> EWindows
- >> EEA home
- >> Europa
- >> Eionet

Notifications

- >> Subscribe to notifications

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Go to parent

Submit:

<input type="checkbox"/>	Type	Title	Restrictions	Owner	Modification date and time	File size	Edit
<input type="checkbox"/>	Folder	Background documents folder contains no sub-items		Carolina Perez	27/03/2014, 15:22		
<input type="checkbox"/>	Folder	Links (1 item)		Carolina Perez	27/03/2014, 15:35		
<input type="checkbox"/>	Folder	Project Management folder contains no sub-items		Carolina Perez	27/03/2014, 15:23		
<input type="checkbox"/>	Folder	Reimbursement documents (2 items)		Carolina Perez	27/03/2014, 15:23		
<input type="checkbox"/>	Folder	Task 1.1-Monitoring factsheets (2 subfolders)		Carolina Perez	27/03/2014, 15:31		
<input type="checkbox"/>	Folder	Task 1.2-EEA Webpage folder contains no sub-items		Carolina Perez	27/03/2014, 15:32		
<input type="checkbox"/>	Folder	Task 1.3- Technical and scientific needs (6 subfolders)		Carolina Perez	27/03/2014, 15:33		
<input type="checkbox"/>	Folder	Task 1.4- Public webpage (1 subfolder)		Carolina Perez	27/03/2014, 15:33		
<input type="checkbox"/>	Folder	Task 2- Coordination & Alignment Meetings (7 items)		Carolina Perez	27/03/2014, 15:34		
<input type="checkbox"/>	Folder	Task 3- Regional coordination (2 subfolders)		Carolina Perez	27/03/2014, 15:35		

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The first available documents have been published on the website and have been put in the folder structure. As more documents will become available over the course of the project, these will be uploaded and made available on a continuous basis.

The participants of the project have been made aware of the website via email and have been requested to ask a username and pw to the helpdesk of EIONET.

Annex 5: Proposed structure ‘umbrella’ public webpage (task 1.4)

An ‘umbrella’ public webpage will be developed serving the following purposes:

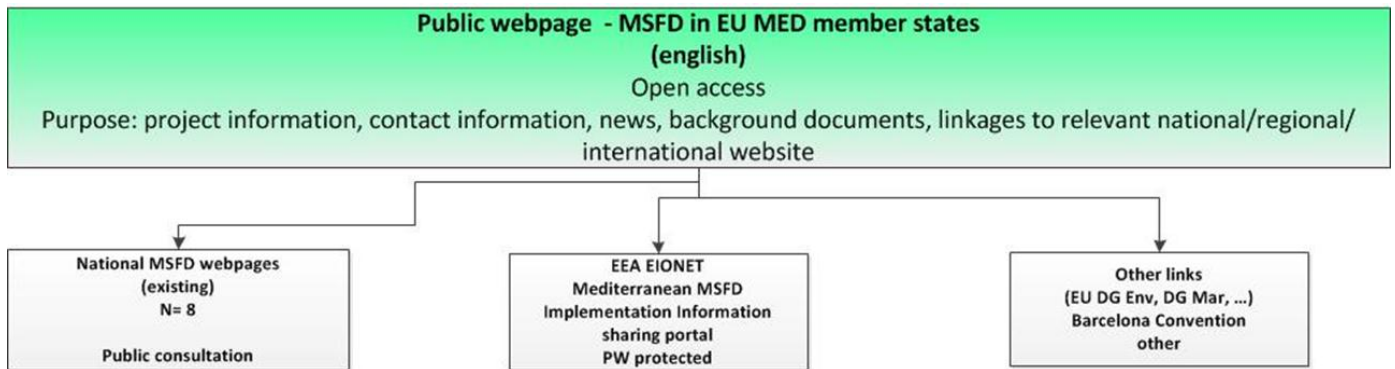
- Informing the general public about the EU MED support project
- Contact information
- Providing news
- Providing links to relevant national/regional/international webpages on the MSFD

The website will be hosted by ARCADIS Belgium (first two years).

The webpage will contain at least the following links:

- Links to the national MSFD webpages of the 8 EU MED MS (incl. informing on the consultation MSFD)
- Link to other relevant projects supporting MSFD implementation in the Mediterranean Sea
- Links to the EC, DG Mare, DG Environment, ECAP, ICES, JRC, etc.

The EEA EIONET webpage will serve as internal information exchange platform for the project and is only accessible for registered users of the project.



Annex 6: Finalized document planning CAM events / SGM (task 2)

Steering group meetings (SGM) / Coordination & Alignment Meetings (CAM)	MD	2014												2015			Host country	Location	Date	
		Jan	Feb	Mrch	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mrch				
Kick-off meeting - SGM 1	1		x															Belgium	Brussels	10/02/2014
Project team meeting	1		x															Belgium	Brussels	11/02/2014
CAM A					x													Belgium	Brussels	7-8/04/2014
<i>CAM 1: Comparative analysis GES, Targets & indicators of EU MED MS</i>	0,5				x													Belgium	Brussels	8/04/2014
<i>CAM 2: Discussion on the template monitoring fact sheet</i>	0,5				x													Belgium	Brussels	8/04/2014
<i>CAM 3: Comparative analysis of monitoring activities EU MED MS (IRIS-SES)</i>	0,25				x													Belgium	Brussels	7/04/2014
<i>CAM 4: Discussion on structure public webpage (front page, hosting, etc.)</i>	0,25				x													Belgium	Brussels	7/04/2014
SGM2 + CAM B						x												Greece	Athens	6-7-8/05/2014
<i>CAM 5: Discussion results review GES and targets (Art. 12 ass) + review needs : input for prioritization needs</i>	0,5					x												Greece	Athens	7/05/2014
<i>CAM 6: Support completion MFS D10 - Marine litter</i>	1					x												Greece	Athens	6/05/2014
<i>CAM 7: Support completion MFS D11 - Noise</i>	0,5					x												Greece	Athens	7/05/2014
SGM2	0,25					x												Greece	Athens	7/05/2014
Attendance ECAP meeting (by project team)	1					x												Greece	Athens	8-9/05/2014
CAM C							x											Spain	Madrid	11-12/06/2014
<i>CAM 8: Support completion/ coordination MFS D5, D8 & D9 (Low Hanging fruit - based on common GES/targets)</i>	1						x											Spain	Madrid	11/06/2014
<i>CAM 9: Draft work plan technical and research needs MED</i>	1						x											Spain	Madrid	12/06/2014
CAM D											x							Greece	Athens	Sept/oct
<i>CAM 10: Presentation Discussion document to Barcelona Convention/ ECAP</i>	1										x							Greece	Athens	Sept/oct
CAM E												x						Cyprus	Nicosia	16-17/09/2014
<i>CAM 11: Integrated monitoring</i>	2											x						Cyprus	Nicosia	16-17/09/2014
SGM 3 + CAM F																		MED country?	xx	18-20/11/2014
SGM 3	0,5																	MED country?	xx	18-20/11/2014
<i>CAM 12: Data exchange & management</i>	0,5																	MED country?	xx	18-20/11/2014
<i>CAM 13: Finalisation workplan priority needs</i>	1																	MED country?	xx	18-20/11/2014
Final SGM 4 (End project)	1																	Italy	Venice	27/02/2014
																				15/03/2015

Annex 7: CAM A minutes – Brussels, 7-8th of April (task 2)

Meetings (Steering group/ capacity building events)	Location	Date	Report_file/ Presentation
CAM A	Brussels (BE)	7-8/04/2014	Minutes CAM A event (incl. action points)
CAM 1: Comparative analysis GES, Targets & indicators of EU MED MS			Pres. by E. van Onselen (ARC NL): MED common indicators
CAM 2: Discussion on the template monitoring fact sheet			Pres. by J. Raben (COWI) Draft template MFS (programme level)
CAM 3: Comparative analysis of monitoring activities EU MED MS (IRIS-SES)			Pres. by P. Pagou: IRIS-SES Monitoring overview MED
CAM 4: Discussion on structure public webpage (front page, hosting, etc.)			Pres. by A. Volckaert: Proposed structure EEA & public webpage

Title	MED Report CAM A
Date	7 and 8 April 2014
Location	Brussels (Belgium)
Attendees	See Participants list
Reporter name	Volckaert Annemie, Durinck Riet (ARCADIS Belgium) Joachim Raben-Levetzau (COWI)
Subject	<ul style="list-style-type: none"> • CAM 1: Comparative analysis GES, Targets & indicators of EU MED MS • CAM 2: Discussion on the template monitoring fact sheet • CAM 3: Comparative analysis of monitoring activities EU MED MS (IRIS-SES) • CAM 4: Discussion on structure public webpage
Objective	Link to the contract: Task 1.1, 1.3 and 1.4
	Link to the MSFD implementation stage: <ul style="list-style-type: none"> - Article 12 technical assessment of the initial assessment and reported GES and targets.

	<p>- Presentation of monitoring program for public consultation and for reporting to the EU Commission.</p>
<p>Results</p>	<ul style="list-style-type: none"> • It has become more or less clear what the state-of-play is as regards to the preparation of the monitoring programmes. The majority of the MS is still in an initial phase (starting discussions), except for France, Spain and Italy who are more advanced. • It is clear that there are many potential synergies between the MED support project and the IRIS-SES project. Exchange of project results and planning issues to be followed up by both projects. • A covering public webpage is considered to be useful by most MS, but not seen as a priority (not at the expense of other identified needs). Main goal would be to inform a more broader audience on the project and to provide the links to the other national webpages (incl. consultation monitoring programmes). • Following descriptors have been proposed to be further coordinated at the regional level: D5, D8, D9 (some potential common indicators that have been identified) + D10 and D11 (gaps). All MED MS agreed on this, except for Italy who gave preference to D1. • It has been concluded that the presented Monitoring Fact Sheet (MFS) template needs to be adjusted to fit for regional coordination purpose in the first place. MS can then choose to what extent they further use the MFS (e.g. for EC reporting). The MFS template will be less suitable for consultation purposes due to the language issue (time & cost-consuming translation process towards national language).
<p>Issues discussed</p>	<p>1. Reflections on Commission recommendations</p> <p>As a preparation to the bilateral meeting between EC – MED MS on the Art. 12 assessment (9 and 10 April), the Commission recommendations (stated on the agenda of the EC meeting) with a direct link to the MED support project have been considered and discussed in more detail.</p> <p><i>Has there been any progress since reporting to the Commission in:</i></p> <ol style="list-style-type: none"> a) updating your GES in accordance with Article 9? b) moving towards SMART targets in accordance with Article 10? c) assessing pressures, associated impacts, knowledge gaps and ways to address them (Article 8)? <ul style="list-style-type: none"> • CR: now finishing GES + targets document (now in public consultation). Started with developing monitoring programmes – parallel GES document. • FR: currently no intention for change; potential revision of GES and indicators before assessment (based on the outcomes of the Art. 12 Commission meeting). Monitoring Programme will be based on the GES & targets reported in 2012. • SI: no fundamental changes; only further work done on gaps (e.g. D10). Would like to make advantage of experience of other MS. • EL: focus goes to more structuring; improvement expected on short term. • ES: no fundamental changes; only further work done on gaps. New indicators developed related to gaps in IA (pressures, activities...). • IT: concern about late assessment by EC, leaving too few time to do revisions GES/targets to be incorporated in monitoring programme (will be further discussed during the EC meeting). Italy raises the question if the time table cannot be postponed. IT does not want to start a parallel action: a monitoring programme based on GES & targets reported in 2012, and meanwhile developing new GES & targets. Large problem to compare GES & targets is the hierarchical approach (differences in EU MED MS reporting on indicator level, descriptor level, criteria level).

	<p>ECAP structure en MFSD structure do not correspond.</p> <ul style="list-style-type: none"> • CY: ready for up-dating of IA, to streamline with recommendations (will be done on a contract-base done by a private company). Discussion needed with EC concerning ambitious timeline. They will apply for funding for some monitoring projects by EMFF (hoping to fill some gaps in this way). • <u>Summary: majority of MS did not do fundamental changes yet, but are working further on the gaps. Some are specifically working on the gaps related to IA.</u> <p><i>Opportunities to review and update GES/targets in the short and long term + Opportunities to strengthen the targets and use common indicators to allow for a consistent approach within and among regions and between the different provisions.</i></p> <p><i>a) Intention or a willingness to work together?</i></p> <ul style="list-style-type: none"> • In general, the main focus of the MED MS is on the monitoring programmes, and so due to limitations in time some MS do not intend to explicitly revise the GES/targets in short term <p><u>Short term (2014):</u></p> <ul style="list-style-type: none"> • Referring to the comparative analysis on GES/ targets/ indicators; highest potential for revision GES on the 'commons' D5, D8 (D9) and gaps D10 & D11 • Discussions will start during the Coordination & Alignment meetings (CAMs) planned in May and June; including experiences from the more advanced MED countries & other regional seas (to the extent possible): <ul style="list-style-type: none"> ○ commons D5, D8, D9: revision of targets & common indicators/parameters ○ gaps D10, D11: identification of common indicators/parameters ○ sharing definition targets & common indicators from more advanced countries (FR, ES, IT) • Need for support from GFCM (General Fisheries Commission for the Mediterranean) for D3 <p><u>Long term (2018):</u></p> <ul style="list-style-type: none"> • Other gaps: D1/4/6 and D7, D2 <p><i>Action to address gaps and shortcomings including the preparation of the revised initial assessment for 2018</i></p> <p><i>a) Has a gap analysis been carried out and is there a work plan in place to fill the gaps until 2018?</i></p> <ul style="list-style-type: none"> • Not in an explicit way done by national MS, but during the development of monitoring programme attention will be given to this <p><i>b) Is there a willingness to develop a coordinated action plan between the MED MS?</i></p> <ul style="list-style-type: none"> • A work plan/ action plan will be made up within the project to address the main needs (including issues related to monitoring) including what, who, by when • The actions will be formulated in cooperation with the EU MED MS during the project and during the CAM events (with a focus on the monitoring issues), and can form a basis for the development of a coordinated action plan <p><i>Monitoring programmes and Commission recommendations</i></p>
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a) *What is the state-of-play as regards the preparation of the monitoring programmes? Has the public consultation been launched?*

State of play MS – monitoring programme:

- (not in detail discussed during the CAM event – input by national MS)
- Majority in initial phase, except for France, Spain & Italy

Public consultation:

- Not launched yet in the 8 EU MED MS, lot of variability between MS (in duration from 1 month to 6 months); many wanted to start in May (but postponed)
- Not clear on exact dates of consultation by MS (some would like to postpone it)

b) *Is there a willingness to develop coordinated monitoring programmes?*

- In general, EU MS agree added value to use template MFS (monitoring factsheet), but with the focus on coordination (to be seen on a longer term, not by October 2014). Secondly, national MS are free to use it for EC reporting as it has a direct link to the EC reporting sheet. Less suitable for consultation purposes due to language/translation issue.
- Coordination will start on potential common indicators for D5, D8, D9, D10, D11 as discussed before, incl. making use of the template MFS (priority fields identified for coordination)
- See further (§ 5).

c) *Do monitoring programmes under development sufficiently consider detecting pressures and trends and for assessment of status?*

- Some MS mentioned that there is a need for more pressure based indicators (eg Slovenia)
- (further input from national MS)

2. Comparative analysis of monitoring activities MED (IRIS-SES)

- It is highlighted that it would be useful to combine a workshop of IRIS-SES (now foreseen in month 12) with the CAM of September in Cyprus. Possibilities and practicalities will be checked (incl. date, location).
- The catalogue of the existing monitoring programs related to European Directives, Regional Sea Conventions and other national or international programs in the Mediterranean and Black Seas is being drafted now. A preliminary version of this catalogue should be available soon, and a draft version will be shared with the current MED support project as this would be very useful.
- Many MS recognize the usefulness of the IRIS-SES project but consider the timing unfortunate (partly due to the delay in EC contract awarding process).
- It is stated that the economic status of some MS needs to be kept in mind. Timing and financing issues only allow for minimum implementation regarding the monitoring programmes.

3. Websites/ webpages

- Access EEA website: restricted access to be foreseen for the national focal points and the backups (later on it can be evaluated if more people need to access – sharing of passwords to relevant experts attending CAM events will be done by the NFCP).
- Most MED MS already have a national webpage for consultation. Italy is still working on this.
- Need for a covering page public webpage (link to national web pages):
 - Most MED MS agree; especially link to other national webpages could

	<p>have added value.</p> <ul style="list-style-type: none"> ○ It is however mentioned by several MS that such covering webpage is not a priority at the moment, so not at the expense of other identified needs with higher priority. ○ The link to the Barcelona Convention needs to be highlighted at this covering webpage + links to relevant project such as IRIS-SES <p>4. Comparative analysis of Common GES/targets</p> <ul style="list-style-type: none"> • The excel table on common indicators has been presented. Following descriptors have been proposed to be further coordinated at the regional level: D5, D8, D9 (based on some potential common indicators that have been identified) + D10 and D11 (common gaps with a potential for more coordinated action). <ul style="list-style-type: none"> ○ All MED MS agree on this, except for Italy who gave preference to D1. ○ Italy states that D5, D8 and D9 already have enough in common, that it is currently more important to search for potential commonalities in the other descriptors. According to Italy, especially D1 is important to consider now, and D11 is not relevant at the moment. ○ The proposed descriptors en identified potential common indicators will be discussed during the following CAM's, in particular with regard to the monitoring programmes (see also § 6). • Italy pointed out some mistakes in the excel table: 10.1.1 has been defined by IT + thresholds have mostly not been given for D1. This will be revised. • It has been highlighted that it is not always easy to use the same formulation because of translation issues. • It is recognized that D5 has a great potential to find common parameters given its history from the WFD and because many items have already been defined at the parameter level. • SI is concerned about D3 (shared feeling by other MED MS). Regional coordination and analyses should be supported by GFCM, but are not yet performed. The Barcelona Convention might improve this situation as GFCM will be more involved now. • It has been recognized that threshold values are not always possible to define at the moment (because of e.g. gaps in knowledge), but in that case trends can be used. • Several MS wish to work more starting from ECAP. More coherence is asked. It has been stated that ECAP already has objectives and targets, but no parameters yet. ECAP's monitoring will not start soon. During the planned CAM events the ECAP objectives and targets will be used as a starting point, to look for coherence (to the extent possible). • The importance of the use of the same terminology has been highlighted. Following terminology has been discussed and agreed: <ul style="list-style-type: none"> ○ Agreed common indicators: agreement on indicator and parameter (<i>on definition level</i>) ○ Harmonized common indicators: agreement on indicator, parameter and methodological approach (sampling/monitoring & assessment strategy) (<i>on definition level + methodological approach</i>) <p>5. Monitoring fact sheets (MFS)</p> <p>The proposed MFS template has been presented.</p> <ul style="list-style-type: none"> • Several MS stated their concerns with regard to the additional work for completing such MFS. Especially as it could involve a huge amount of additional translation work. • FR states that the only reason for translating the monitoring sheets would be for regional coordinating purposes (not for public consultation or for reporting to the EC). • It would be very helpful if these sheets could be linked with the electronic reporting, but that is not possible within the MED support project (budget
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constraint).

- IT recognizes that the MFS can be a good middle course (proposed alternative) between the EC reporting sheets (that are not very practical) and the paper report.
- ES has already developed a draft monitoring sheet, that is rather simple (with regard to public consultation) and based on a database. Spain thinks that a common MFS is less important than the search for common indicators.
- SI notes that they have to deal with a lot of national requirements, as a lot of legislation concerning monitoring has already been published (e.g. concerning WFD).
- Difficulty for France: also in OSPAR a type of MFS template has currently been developed. Nationally however the sheets of the MED and OSPAR need to be coherent. France thinks that the content (way of formulating, level of detail) should rather be common/similar, not the template.
- All MS follow the defined programme list by WG DIKE (at least more or less), except Italy to a certain extent (eg. combine D3 and D6).
- It has been discussed if the subprogramme level should be excluded from the regional coordination. FR stated that it could also be useful to have agreements on only a small amount of subprogrammes. This has not been further decided.

Therefore it has been concluded that the MFS template is considered to be most relevant for regional coordination purposes by all MS at this point in time. It was also concluded that the programme level MFS was considered realistic, but not the subprogramme MFS.

Adjustments will be done to fit this coordination purpose in the first place, with a focus on the programme level. However, in the programme level MFS template the most important sub-pgm elements (subprogramme/space/ time/ parameters) will be included to facilitate coordination.

References to EC reporting sheet are relevant (and should be kept) to allow for those MS who want to use the MFS template also for reporting support. The MFS template will be less suitable for consultation purposes due to the language issue (time & cost-consuming translation process towards national language).

- ➔ The project team will highlight priority fields that are important for the regional coordination. Some fields will be simplified/updated. Several suggestions for updating the sheets have been given by the MED MS.
- ➔ This simplified and updated MFS will be send to the MS for approval.
- ➔ The MFS should than be used as a preparation of the next CAM on D10 (marine litter) and D11 (noise).

6. Further planning

The next CAM takes place in Greece (6th – 7th May; back to back with the ECAP CORMON meeting on the 8th – 9th of May). Several MS still need to point out who will be present there as noise and marine litter experts (involved in the monitoring programmes). Also a second steering group meeting has been planned in Athens.

During the CAM in Greece following issues will be discussed on D10 and D11:

- Common parameters/ common indicators
- Methodologies for monitoring + potential agreements
- Proposals to refine targets and GES based on the discussions (no formal agreements; the proposals can then further be discussed with the ministries involved on a national basis)
- Starting to complete the programme level MFS template for these two descriptors
- Formulating the actions still needed to fill the gaps (short, mid, long) as input for the action plan

Actions	WHAT	WHO	BY WHEN
1	Initial agreement on purpose MFS (primary: coordination; secondary: for EC reporting)	EU MED MS	8/04/2014
2	Agreement on low hanging fruits (D5, D8) & gaps (D10, D11)	EU MED MS	8/04/2014
3	Contact ECAP on programme and duration ECAP meeting in May; confirmed to be the 8th & 9th of May.	ARCADIS	10/04/2014
4	Raising concerns on strict timing consultation/other MSFD implementation issues at EC meeting with MED	EU MED MS	9-10/04/2014
5	Practical arrangements of CAM B: incl. confirmation of venue CAM B, special fees, informing EU MED MS on travel arrangements	CORILA	11/04/2014
6	Feed-back by Andrea Barbanti & Eline van Onselen on EC meeting	CORILA/ARC NL	15/04/2014
7	Sending relevant info to EU MED MS related to passwords, etc. to access EEA website + uploading the minutes of CAM A	EUCC	15/04/2014
8	Confirmation of EU MED experts for CAM B to local PTE coordinators	EU MED MS	15/04/2014
9	Revision of Prog MFS (based on input CAM A)	CORILA/ COWI	15/04/2014
10	Contact ECAP on dates event/ relevant documents objectives/targets/indicators/ regional action plans		15/04/2014
11	Preparation programme/ content CAM B event (conf call leads of CAM event)	ARCADIS/EU CC	15/04/2014
12	Minutes CAM A	ARCADIS	
13	Formal Invitations CAM B to be sent out	ARCADIS	18/04/2014
14	Comments/Remarks on revised Prog MFS	EU MED MS	21/04/2014
15	Revision of Prog MFS (based on comments received)	CORILA/ COWI	25/04/2014
16	Fine-tuning comparative analysis GES/targets/ indicators (ECAP, other regions)	ARCADIS NL	25/04/2014
17	Template action plan to address needs EU MED MS	ARCADIS	25/04/2014
18	Synergies IRIS-SES + exchange of inventory on monitoring activities	Ms Pagou	25/04/2014
19	Agreement template MFS (programme level)	EU MED MS	29/04/2014
20	Providing data by EU MED MS for monitoring analysis as part of work IRIS-SES	EU MED MS	<i>in progress</i>
21	Final decision timeline monitoring process incl. consultation proces (duration, timing, format)	EU MED MS	1/05/2014
22	Fine-tuning of timeline project	ARCADIS	1/05/2014

23	Interim report to EC	PTE	1/05/2014
24	Practical arrangements of CAM C: incl. confirmation of venue CAM C, special fees, informing EU MED MS on travel arrangements	EUCC	1/05/2014
25	Discussion + agreement on common parameters/indicators selected Descriptors (D10, D11) during CAM B	EU MED MS/ PTE	6-7/05/2014
26	Confirmation of EU MED experts for CAM C to local PTE coordinators	EU MED MS	8/05/2014
27	Preparation programme/ content CAM C event (conf call leads of CAM event)	ARCADIS/EU CC/CORILA	10/05/2014
28	Formal Invitations CAM C to be sent out	ARCADIS	10/05/2014
29	Discussion + agreement on common parameters/indicators selected Descriptors (D5, D8, D9?) during CAM C	EU MED MS/ PTE	11-12/06/2014
Follow-up events/activities related to CBE	<ul style="list-style-type: none"> • CAM B Greece: Discussion results review GES and targets (Art. 12 ass), review needs (input for prioritization needs) + Support completion MFS D10 + D11 (May 2014) • CAM C Spain: Support completion/ coordination MFS (June 2014) 		
Annex	PREP: MED_Common indicators		
	PREP: Draft template MFS + programme/subprogramme structure		
	PRES: MED_CAM A April_IRIS-SES_monitoring overview		
	PRES: MED_CAM A April_General		
	PRES: MED_CAM A April_EEA_Public webpage		
	PRES: MED_CAM A April_common MED indicators		
	PRES: MED_CAM A April_MFS		
	RES: MED_April RP_CAM A_minutes		

Minutes & presentations have been uploaded on the EEA website (Annex 4).

Annex 8: Action plan

Action	Responsible	Deadline	Status	Info	
Formulated as outcome CAM A (Brussels, 7-8 april)					
1	Initial agreement on purpose MFS (primary: coordination; secondary: for EC reporting)	EU MED MS	8/04/2014	ok	Not to be used for consultation purpose (language as obstacle - no translation possible considering strict timeline EC reporting)
2	Agreement on low hanging fruits (D5, D8) & gaps (D10, D11)	EU MED MS	8/04/2014	ok	to be further worked out during CAM events; Note from Italy: preference to D1
3	Contact ECAP on programme and duration ECAP meeting in May; confirmed to be the 8th & 9th of May.	ARCADIS	10/04/2014	ok	Needed for travel arrangements of CAM B event by EU MED MS
4	Raising concerns on strict timing consultation/other MSFD implementation issues at EC meeting with MED	EU MED MS	9-10/04/2014	ok	EC Meeting with MED (9-10/04)
5	Practical arrangements of CAM B: incl. confirmation of venue CAM B, special fees, informing EU MED MS on travel arrangements	CORILA	11/04/2014	ok	
6	Feed-back by Andrea Barbanti & Eline van Onselen on EC meeting	CORILA/ARC NL	15/04/2014	ok	
7	Sending relevant info to EU MED MS related to passwords, etc. to access EEA website + uploading the minutes of CAM A	EUCC	15/04/2014	ok	
8	Confirmation of EU MED experts for CAM B to local PTE coordinators	EU MED MS	15/04/2014	ok	FINAL DEADLINE
9	Revision of Prog MFS (based on input CAM A)	CORILA/ COWI	15/04/2014	ok	template MFS discussed during CAM A (priority fields for coordination purpose, ref. to EC reporting kept + revision relevance programme vs subprogramme level)
10	Contact ECAP on dates event/ relevant documents objectives/targets/indicators/regional action plans	ARCADIS	15/04/2014	ok	as prep CAM B
11	Preparation programme/ content CAM B event (conf call leads of CAM event)	ARCADIS/EUCC	15/04/2014	ok	
12	Minutes CAM A	ARCADIS	15/04/2014	ok	with support of PTE
13	Formal Invitations CAM B to be sent out	ARCADIS	18/04/2014	ok	incl. draft programma, venue, etc.
14	Comments/Remarks on revised Prog MFS	EU MED MS	21/04/2014	ok	
15	Revision of Prog MFS (based on comments received)	CORILA/ COWI	25/04/2014	ok	
16	Fine-tuning comparative analysis GES/targets/ indicators (ECAP, other regions)	ARCADIS NL	25/04/2014	ok	taking into account ECAP, other regions (to the extent that it is relevant)
17	Template action plan to address needs EU MED MS	ARCADIS	25/04/2014	ok	support of CORILA (revision)
18	Synergies IRIS-SES + exchange of inventory on monitoring activities	Ms Pagou	25/04/2014		exchange of detailed workplan, planning of workshops (already done by MED project). Input expected from IRIS-SES. GOAL: finding date sept/oct for back-to-back or common workshop/CAM
19	Acceptance template MFS (programme level)	EU MED MS	29/04/2014		before interim report (01/05/2014)
20	Providing data by EU MED MS for monitoring analysis as part of work IRIS-SES	EU MED MS	in progress		further action to be taken by IRIS SES
21	Final decision timeline monitoring process incl. consultation proces (duration, timing, format)	EU MED MS	1/05/2014		Timeline to be proposed, based on discussion with EC meeting + content (programme vs subprogramme)
22	Fine-tuning of timeline project	ARCADIS	1/05/2014		
23	Interim report to EC	PTE	1/05/2014		lead ARCADIS; support PTE
24	Practical arrangements of CAM C: incl. confirmation of venue CAM C, special fees, informing EU MED MS on travel arrangements	EUCC	1/05/2014		coordination together with NFCP Spain
25	Discussion + agreement on common parameters/indicators selected Descriptors (D10, D11) during CAM B	EU MED MS/ PTE	6-7/05/2014		CAM B (May, Athens)
26	Confirmation of EU MED experts for CAM C to local PTE coordinators	EU MED MS	8/05/2014		FINAL DEADLINE
27	Preparation programme/ content CAM C event (conf call leads of CAM event)	ARCADIS/EUCC/ CORILA	10/05/2014		
28	Formal Invitations CAM C to be sent out	ARCADIS	10/05/2014		incl. draft programma, venue, etc.
29	Discussion + agreement on common parameters/indicators selected Descriptors (D5, D8, D9?) during CAM C	EU MED MS/ PTE	11-12/06/2014		CAM C (June, Madrid)

Annex 9: Revised template MED invoice for CAMs & SGMs organisation (task 2)

Name:	[fill in]	Company VAT [fill in]
Street+nr:	[fill in]	
City:	[fill in]	
Country:	[fill in]	
Bank account nr. (IBAN)	[fill in]	
BIC code	[fill in]	
ARCADIS Belgium NV Posthofbrug 12 2600 Berchem VAT: BE0426.682.709		
Draft to be sent to:	Annemie Volckaert Wouter Rommens Inge Claeys	a.volckaert@arcadisbelgium.be w.rommens@arcadisbelgium.be i.claeys@arcadisbelgium.be
Final (in pdf + signed) to be sent to (after approval of draft by Arcadis):	Annemie Volckaert Wouter Rommens Inge Claeys	a.volckaert@arcadisbelgium.be w.rommens@arcadisbelgium.be i.claeys@arcadisbelgium.be
Project BE0113000747 Implementation MSFD in Mediterranean member states – EC		
Description : reimbursement of travel, accommodation and daily subsistence allowance for participation of <i>(Fill in: CAM XX – Date CAM event + location)</i>		
Date(s):	(Fill in)	Price Scan #
Travel cost	Airline company, from.....to.....[Fill in] Airport transport, fromto.....[Fill in]

Daily Subsistence Allowance	
<i>(flat-rate payment)</i>			
# nights :	92 euro (rate Belgium)*		
# nights :	(rate Croatia to be provided)*		
<i>*Please use the rate of the country in which the meeting takes place</i>			
# nights :	93 euro (rate Cyprus)*		
# nights :	95 euro (rate France)*		
# nights :	82 euro (rate Greece)*		
<i>* fill in the # of nights, the price & delete the non-relevant rows</i>			
# nights :	95 euro (rate Italy)*		
# nights :	90 euro (rate Malta)*		
# nights :	70 euro (rate Slovenia)*		
# nights :	87 euro (rate Spain)*		
Hotel cost			
<i>(flat-rate payment)</i>			
# nights :	140 euro (rate Belgium)*
# nights :	(rate Croatia to be provided)*		
# nights :	145 euro (rate Cyprus)*		
<i>*Please use the rate of the country in which the meeting takes place</i>			
# nights :	150 euro (rate France)*		
# nights :	140 euro (rate Greece)*		
# nights :	135 euro (rate Italy)*		
<i>* fill in the # of nights, the price & delete the non-relevant rows</i>			
# nights :	115 euro (rate Malta)*		
# nights :	110 euro (rate Slovenia)*		
# nights :	125 euro (rate Spain)*		
<i>(or 'Not Applicable' in case paid by ARCADIS - for Brussels meetings only)</i>			
<i>(or 'Not Applicable' in case paid by ARCADIS - for Brussels meetings only)</i>			
To be paid on bank account n° within 3 weeks			
		TOTAL INVOICE:	... euro
			SIGNED
			XXXXXX

We can reimburse 2 experts from each EU Mediterranean MS per Coordination and Alignment Meeting (CAM) which does not take place in their home country. For a steering group meeting, we can reimburse 1 expert from each EU Mediterranean MS for each meeting which takes place outside their home country.

When you receive an agreement for reimbursement from the contractor then you have to consider following reimbursement rules:

- The reimbursement will follow EU rules, this includes the following
 - o Travel expenses shall be reimbursed, where appropriate, on the basis of the shortest itinerary.
 - o Without any agreed changes by the contractor, travel is considered to take place from the experts location at the start of the contract (see **Fout! Verwijzingsbron niet gevonden.** for matrix of experts including location)
 - o Travel expenses shall be reimbursed as follows:
 - Travel shall only be reimbursed for a meeting that does not take place in the home country of the expert
 - Travel by air shall be reimbursed up to the maximum cost on an economy ticket at the time of the reservation;
 - Travel by boat or rail shall be reimbursed up to the maximum cost of a first class ticket;
 - Travel by car shall be reimbursed up to the maximum cost of an first class rail ticket for the same journey on the same day, or by default at the rate of 0,22 euro per km;
 - Airport transport will be reimbursed under travel costs as long as the total travel budget is not exceeded
 - Total travel cost to be reimbursed will not exceed 700 euros.
 - o Subsistence expenses shall be reimbursed for those confirmed reimbursements on the **basis of a daily allowance (Per Diem)** as follows
 - Based on the number of overnight stays; so in case in- and outward travel takes place on the same day and no overnight stay is foreseen, no subsistence expenses will be paid for
 - Following on from the above, for journeys of less than 200 km (return trip) no subsistence allowance shall be payable
 - Per Diem shall take the form of a flat-rate payment to cover all subsistence expenses, including meals, local transport, insurance and sundries. The flat rate payment (Annex 5) is paid in euro.
 - o Hotel costs shall be reimbursed for those confirmed reimbursements as follows
 - Based on the number of overnight stays
 - Reimbursement of hotel costs shall take the form of a **flat-rate payment** to cover accommodation costs. The flat rate payment is paid in euro.
 - The invoice of the hotel (copy) should be sent as proof for the number of overnight stays.
 - o Conversion between the euro and another currency shall be made using the daily euro **exchange rate** (<http://www.ecb.europa.eu/stats/exchange/eurofxref/html/eurofxref-graph-usd.en.html>)

What documents you need to send to us (please send us a copy by mail and keep the original document)

- Tickets (plane, bus, taxi, bus, metro, train to get to the location,...)
- Boarding passes in case you take a plane
- Invoice hotel (as a proof for the number of overnight stays)

(there is no special information required on the documents)


What covers your 'travel cost'?

- Travel cost (flight, train, boat, etc.) as specified above and airport transport (*note: total travel cost to be reimbursed will not exceed 700 euros*).

What covers your 'per diem'?

- Meals (including (organized) lunch sessions), local transport, insurance and sundries.

What covers your 'hotel ceiling'

- Accommodation
-  If your accommodation is paid by the contractor, no hotel ceiling shall be paid.

Offices		
Antwerp – Berchem Posthofbrug 12 B-2600 Berchem T +32 3 360 83 00 F +32 3 360 83 01	Hasselt Eurostraat 1 – bus 1 B-3500 Hasselt T +32 11 28 88 00 F +32 11 28 88 01	Ghent Kortrijksesteenweg 302 B-9000 Ghent T +32 9 242 44 44 F +32 9 242 44 45
Brussels Koningsstraat 80 B-1000 Brussels T +32 2 505 75 00 F +32 2 505 75 01	Liège 26, rue des Guillemins, 2ème étage B-4000 Liège T +32 4 349 56 00 F +32 4 349 56 10	Charleroi 119, avenue de Philippeville B-6001 Charleroi T +32 71 298 900 F +32 71 298 901
ARCADIS Belgium nv/sa BTW BE 0426.682.709 RPR BRUSSELS ING 320-0687053-72 IBAN BE 38 3200 6870 5372 SWIFT BIC BBRUBEBB		Main office: Brussels Koningsstraat 80 B-1000 Brussels



Consultancy, study and design of buildings, infrastructure, environment and environmental planning. Outsourcing of project staff on site.
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