

### Provisional Annotated Agenda

Agenda Item	Documents	Expected Outcomes
1. Opening of the Meeting <i>The Meeting will be opened at 9.30am on Tuesday, 27 August 2013.</i>		
1.1 Welcoming Remarks <i>The Chair and the Secretariat will make introductory remarks. Opening Statements may only be submitted in writing only in order to save time. They will be circulated and compiled for inclusion in the report of the meeting.</i>		
1.2 Adoption of the Agenda <i>The Chair will draw the meeting's attention to the Rules of Procedure. The Rules of Procedure adopted at AC19 remain in force unless an amendment is called for.</i> <i>The Chair will invite the meeting to review the Provisional Agenda and schedule and to make any proposals for amendment prior to their adoption.</i> <i>Late items and topics to be discussed under item 8 may be suggested. The establishment of working groups already foreseen may be proposed.</i>	Doc.1.2.a rev.1 Doc.1.2.b rev.1 Doc.1.2.c Doc.1.2.d rev.1 Indicative Timetable	Agenda adopted Timetable endorsed Working groups established
1.3 Opening of the <b>Scientific Session</b> <i>The Secretariat will introduce the overview of progress made with the implementation of the Work Plan.</i>	Doc.1.3 rev.1	Note taken
2. Implementation of the Harbour Porpoise Action Plans <i>Those submitting documents for this item will be given opportunity to highlight key points.</i>		
2.1 Recovery Plan for Baltic Harbour Porpoises (Jastarnia Plan) <i>(WPA 9) Evaluate progress in the implementation of the Recovery Plan for Baltic Harbour Porpoises (Jastarnia Plan), establish further implementation priorities, carry out the periodic review of the Plan and promote the implementation of the Plan</i>		
2.1.1 Report and Action Points of the 9 <sup>th</sup> Meeting of the Jastarnia Group <i>The chair of the Jastarnia Group will update the meeting on its activities and recommendations.</i>	Doc.2.1.1.a Doc.2.1.1.b	Action Points endorsed Guidance given
2.1.2 Reports from Parties <i>Baltic Sea Parties will be invited to present related points from their national reports.</i>		Note taken Comments made

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2.2 Conservation Plan for Harbour Porpoises in the North Sea <i>(WPA 10) Evaluate progress in the implementation of the Conservation Plan for Harbour Porpoises in the North Sea, establish further implementation priorities, carry out the periodic review of the Plan and promote the implementation of the Plan</i>		
2.2.1 Report and Action Points of the North Sea Group <i>The chair of the North Sea Group will update the meeting on its activities and recommendations. The North Sea Plan Coordinator will present her report.</i>	Doc.2.2.1.a Doc.2.2.1.b Doc.2.2.1.c	Action Points endorsed Guidance given
2.2.2 Reports from Parties <i>North Sea Parties will be invited to present related points from their national reports.</i>		Note taken Comments made
2.3 Conservation Plan for the Harbour Porpoise Population in the Western Baltic, the Belt Sea and the Kattegat <i>(WPA 11) Evaluate progress in the implementation of the Conservation Plan for Harbour Porpoises in the Western Baltic, the Belt Seas and the Kattegat, establish further implementation priorities, carry out the periodic review of the Plan and promote the implementation of the Plan</i>		
2.3.1 Report and Action Points of the 9 <sup>th</sup> Meeting of the Jastarnia Group <i>The chair of the Jastarnia Group will update the meeting on its activities and recommendations.</i>	Doc.2.1.1.a	Action Points endorsed Guidance given
2.3.2 Reports from Parties <i>Parties in the range will be invited to present related points from their national reports.</i>		Note taken Comments made
3. Review of New Information on Threats to Small Cetaceans		
3.1 Bycatch <i>Participants will be given the opportunity to present new information on the subject. Those submitting documents for this item will be given opportunity to highlight key points.</i> <i>(WPA 1) Review new information on bycatch and associated strandings, bycatch mitigation and monitoring measures, including local initiatives, and fisheries effort and make recommendations to Parties and other relevant authorities for further action, in particular advice concerning the EU Common Fisheries Policy reform and Regulation 812/2004</i>	Doc.3.1.a Doc.3.1.b Doc.3.1.c Doc.3.1.d	Note taken Guidance given

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3.1.1 Report and Recommendations of the Working Group <i>A representative of the group will report on the group's activities on behalf of the chair.</i>	Doc.3.1.1.a Doc.3.1.1.b rev.1	Note taken Guidance given
3.1.2 Reports from Parties <i>Parties will be invited to present related points from their national reports.</i>	Doc.3.1.2	Note taken Comments made
3.2 Underwater Noise <i>Participants will be given the opportunity to present new information on the subject. Those submitting documents for this item will be given opportunity to highlight key points.</i> <b>(WPA 3)</b> Review the extent of negative effects of sound, vessels and other forms of disturbance on small cetaceans and review relevant technological developments and best practices, working where possible with initiatives by other organizations <b>(WPA 4)</b> Develop guidelines which Parties and stakeholders may use to reduce disturbance by noise, where possible in collaboration with ACCOBAMS and other partners		Note taken Guidance given
3.2.1 Report and Recommendations of the Working Group <i>A representative of the group will report on the group's activities on behalf of the chair.</i>	Doc.3.2.1.a Doc.3.2.1.b Doc.3.2.1.c	Note taken Guidance given
3.2.2 Reports from Parties <i>Parties will be invited to present related points from their national reports.</i>		Note taken Comments made
3.3 Negative Effects of Vessels and Other Forms of Disturbance <i>Participants will be given the opportunity to present new information on the subject. Those submitting documents for this item will be given opportunity to highlight key points.</i> <b>(WPA 3)</b> Review the extent of negative effects of sound, vessels and other forms of disturbance on small cetaceans and review relevant technological developments and best practices, working where possible with initiatives by other organizations		Note taken Guidance given
3.3.1 Reports from Parties <i>Parties will be invited to present related points from their national reports.</i>		Note taken Comments made

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<p>3.4 Pollution and its Effects</p> <p><i>Participants will be given the opportunity to present new information on the subject. Those submitting documents for this item will be given opportunity to highlight key points.</i></p> <p><b>(WPA 2)</b> Review new information on pollution, including marine debris, and its effects on small cetaceans that occur in the ASCOBANS area and make recommendations to Parties and other relevant authorities</p>	Doc.3.4	Note taken Guidance given
<p>3.4.1 Report of the Pollution Working Group</p> <p><i>The group's chair will present the report to the meeting.</i></p>		Note taken
<p>3.4.2 Reports and Recommendations of the Marine Debris Working Group</p> <p><i>A representative of the group will report on the group's activities on behalf of the chair.</i></p>	Doc.3.4.2	Note taken Guidance given
<p>3.4.3 Reports from Parties</p> <p><i>Parties will be invited to present related points from their national reports.</i></p>		Note taken Comments made
<p>3.5 Underwater Unexploded Ordnance</p> <p><i>Parties will be invited to present related points from their national reports. Participants will be given opportunity to present new information on the subject. Those submitting documents for this item will be given opportunity to highlight key points.</i></p> <p><b>(WPA 5)</b> Review knowledge about and potential adverse effects of underwater unexploded ordnance as well as methods for its environmentally-friendly removal and make appropriate recommendations to Parties and other relevant authorities</p>	Doc.3.5	Note taken Guidance given
<p>3.6 Responses to Hazards</p> <p><i>Parties will be invited to present related points from their national reports. Participants will be given opportunity to present new information on the subject. Those submitting documents for this item will be given the opportunity to highlight key points.</i></p> <p><b>(WPA 16)</b> Seek to develop improved liaison and skill-sharing across the ASCOBANS Area concerning (1) responses to individual or groups of small cetaceans at risk in dangerous circumstances (this would include but not be limited to small cetaceans entering ports and rivers and live entangled animals); and (2) associated investigations into the causes of such problems and the development of strategies to address these issues</p>	Doc.3.6	Note taken Guidance given

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<p>3.7 Emerging Issues</p> <p><i>Parties will be invited to present related points from their national reports. Participants will be given opportunity to present new information on the subject. Those submitting documents for this item will be given opportunity to highlight key points.</i></p> <p><b>(WPA 7)</b> Review new information on emerging issues posing a potential threat to small cetaceans, such as climate change effects, where possible in collaboration with ACCOBAMS and other partners</p>		<p>Note taken</p> <p>Guidance given</p>
<p>4. Review of New Information on Other Matters Relevant for Small Cetacean Conservation</p>		
<p>4.1 Population Size, Distribution, Structure and Causes of Any Changes</p> <p><i>Parties will be invited to present related points from their national reports. Participants will be given the opportunity to present new information on the subject. Those submitting documents for this item will be given opportunity to highlight key points.</i></p> <p><b>(WPA 6)</b> Review and catalyse new information on small cetacean population size, distribution, structure and causes of any changes in the ASCOBANS area and make appropriate recommendations to Parties and other relevant authorities</p>	<p>Doc.4.1.a</p> <p>Doc.4.1.b</p> <p>Doc.4.1.c</p> <p>Doc.4.1.d</p> <p>Doc.4.1.e</p> <p>Doc.4.1.f</p>	<p>Note taken</p> <p>Guidance given</p>
<p>4.1.1 Report and Recommendations of the joint ACCOBAMS/ASCOBANS Workshop 2013</p> <p><i>The representative of the ECS will draw attention to the conclusions of the workshop.</i></p>	<p>Doc.4.1.1</p>	<p>Note taken</p> <p>Guidance given</p>
<p>4.2 Management of Marine Protected Areas</p> <p><i>Parties will be invited to present related points from their national reports. Participants will be given opportunity to present new information on the subject. Those submitting documents for this item will be given the opportunity to highlight key points.</i></p> <p><b>(WPA 8)</b> Review best practice approaches to management of marine protected areas for small cetaceans and make recommendations to Parties and other relevant authorities</p>		<p>Note taken</p> <p>Guidance given</p>
<p>4.2.1 Report and Recommendations of the joint ASCOBANS/ACCOBAMS Workshop 2013</p> <p><i>The representative of the ECS will draw attention to the conclusions of the workshop.</i></p>	<p>Doc.4.2.1</p>	<p>Note taken</p> <p>Guidance given</p>

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<p>4.3 New Agreement Area</p> <p><i>Parties will be invited to present related points from their national reports. Participants will be given the opportunity to present new information on the subject. Those submitting documents for this item will be given the opportunity to highlight key points.</i></p> <p><b>(WPA 12)</b> Consider how the work of ASCOBANS should be extended to take account of the new Agreement Area, including information on ship strikes</p>		<p>Note taken</p> <p>Guidance given</p>
<p>4.3.1 Report and Recommendations of the Extension Area Working Group</p> <p><i>The group's chair will present the report to the meeting.</i></p>	Doc.4.3.1	<p>Note taken</p> <p>Guidance given</p>
<p>4.4 Large Cetaceans</p> <p><i>Parties will be invited to present related points from their national reports. Participants will be given the opportunity to present new information on the subject. Those submitting documents for this item will be given the opportunity to highlight key points.</i></p> <p><b>(WPA 13)</b> Consider output of informal working group on large cetaceans in the Agreement Area, which summarizes information on the species and addresses aspects of their conservation</p>		<p>Note taken</p> <p>Guidance given</p>
<p>4.4.1 Report and Recommendations of the Informal Working Group on Large Cetaceans</p> <p><i>The group's chair will present the report to the meeting.</i></p>		<p>Note taken</p> <p>Guidance given</p>
<p>5. Publicity and Outreach</p>		
<p>5.1 Reports of Parties, Range States and Partners</p> <p><i>Parties will be invited to present related points from their national reports. Participants will be given the opportunity to present new information on the subject. Those submitting documents for this item will be given the opportunity to highlight key points.</i></p> <p><b>(WPA 31)</b> Implement CEPA to raise awareness of issues related to cetacean conservation in the Agreement Area, with a particular focus on outreach to relevant stakeholders, and where possible in collaboration with partner organizations</p>		<p>Note taken</p> <p>Comments made</p> <p>Guidance given</p>

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<p>5.2 Report of the Secretariat  <i>The Secretariat will present its report to the meeting.</i>  <b>(WPA 30)</b> Report on outreach and communication issues to each meeting of the Advisory Committee  <b>(WPA 31)</b> Implement CEPA to raise awareness of issues related to cetacean conservation in the Agreement Area, with a particular focus on outreach to relevant stakeholders, and where possible in collaboration with partner organizations  <b>(WPA 32)</b> Develop the ASCOBANS website, and other information material as needed, aiming to meet the needs of a wide range of target audiences in the languages of the Agreement Area  <b>(WPA 33)</b> Support annual celebration of the International Day of the Baltic Harbour Porpoise on the 3<sup>rd</sup> Sunday in May</p>	Doc.5.2	Note taken Guidance given
6. Project Funding through ASCOBANS		
<p>6.1 Progress of Supported Projects  <i>The Secretariat will present its report to the meeting.</i>  <b>(WPA 14)</b> Review progress of bottlenose dolphin project (TURSIOPS SEAs) and advise on a way forward</p>	Doc.6.1.a Doc.6.1.b Doc.6.1.c	Note taken Guidance given
<p>6.2 Prioritization of Project Proposals and Other Activities  <i>The Secretariat will inform the meeting about the results of the consultation undertaken prior to the meeting to prioritize project proposals for funding through ASCOBANS. The meeting will be requested to give guidance on overall priority rating of both internal and external projects.</i>  <b>(WPA 15)</b> Issue call for project proposals and conduct consultation on prioritization prior to each meeting of the Advisory Committee  <b>(WPA 28)</b> Encourage Parties and partner organizations to provide voluntary contributions for projects prioritized by the AC or outreach initiatives</p>	Doc.6.2.a Doc.6.2.b	Note taken Priority order agreed Call for contributions made
<p>7. Introduction to the Advisory Committee Workspace (Training Session)  <i>In a practice session, the Secretariat will demonstrate the functionalities of the AC Workspace. Participants are encouraged to bring their log-in details and follow the demonstration.</i>  <b>(WPA 23)</b> Support intersessional correspondence working groups as needed</p>	Doc.7	Note taken
<p>8. Any Other Business  <i>Any items flagged for discussion during item 1.2 will be addressed.</i></p>		

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9. Adoption of the List of Action Points of the Scientific Session <i>The Secretariat will circulate a list of Action Points and Decisions for approval.</i>		List of Action Points adopted
10. Close of the Session		
11. Opening of the Institutional Session <i>Late items and topics to be discussed under item 17 may be suggested.</i>		
12. Accession and Agreement Amendment <b>(WPA 41)</b> <i>Promote accession of non-Party Range States and the European Commission to the Agreement</i>		
12.1 Report of the Secretariat <i>The Secretariat will present its report to the meeting.</i>	Doc.12.1	Note taken Guidance given
12.2 Reports from Parties <i>Parties that have not yet formally accepted the Amendment will be called on to inform the meeting on the progress made.</i>		Note taken Comments made
13. National Reporting <i>Parties will be invited to present any points from their reports not yet discussed under previous items, including information on changes in relevant national legislation.</i>	Doc.13.a rev.1 Doc.13.b Doc.13.c Doc.13.d Doc.13.e Doc.13.f Doc.13.g rev.1 Doc.13.h Doc.13.i Doc.13.j	Note taken Comments made
13.1 Introduction to the Online Reporting System (Training Session) <i>In a practice session, the Secretariat will demonstrate how the ORS works.</i>	Doc.13.1	Note taken

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<p>13.2 Revision to National Reporting Format  <i>The meeting will be invited to agree a process for the development of a national reporting format optimized for use with the ORS.</i>  <b>(WPA 20)</b> Consider revisions to the national reporting format and make recommendation to the 8<sup>th</sup> Meeting of the Parties</p>		Guidance given
<p>14. Relations with Other Bodies</p>		
<p>14.1 Reports by the Secretariat, Parties and Partners  <i>Parties will be invited to present related points from their national reports. The Secretariat will highlight the compilation of reports on the representation of the Agreement at other meetings. Partners will be given opportunity to present information on the subject. Those submitting documents for this item will be given the opportunity to highlight key points.</i>  <b>(WPA 21)</b> Organize workshops at the annual conferences of the ECS on a topic of priority interest to ASCOBANS, funding permitting  <b>(WPA 22)</b> If feasible, hold a joint CMS Family workshop on a subject of common interest such as bycatch  <b>(WPA 37)</b> Seek to cooperate closely with CBD, ECS, HELCOM, ICES, IWC, NAMMCO, OSPAR, UNCLOS and other relevant organizations  <b>(WPA 39)</b> Compile for each meeting of the Advisory Committee a report of representation of ASCOBANS at other meetings and a list of Dates of Interest</p>	<p>Doc.14.1.a                      Doc.14.1.b</p>	<p>Note taken                      Comments made                      Guidance given</p>
<p>14.2 Cooperation and Joint Initiatives with CMS  <i>The Secretariat will present its report to the meeting. The meeting will be requested to take note of progress and next steps related to the development of the Strategic Plan for Migratory Species. The Secretariat will seek the meeting's endorsement of the Champion programme.</i>  <b>(WPA 36)</b> Ensure close collaboration with the Secretariats and scientific advisory bodies of CMS and other CMS Regional Agreements on all issues of mutual interest</p>	<p>Doc.14.2.a                      Doc.14.2.b                      rev.1</p>	<p>Note taken                      Comments made                      Guidance given                      Proposal endorsed</p>

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<p>14.3 Cooperation with European Union Institutions  <i>Participants will be given opportunity to present new information on the subject. Those submitting documents for this item will be given opportunity to highlight key points. The Secretariat will report on the status of the MSFD Working Group.</i>  <b>(WPA 35)</b> Identify priorities and improve co-operation between ASCOBANS and European Union institutions  <b>(WPA 36)</b> Ensure close collaboration with the Secretariats and scientific advisory bodies of CMS and other CMS Regional Agreements on all issues of mutual interest</p>	Doc.14.3	Note taken Guidance given
<p>14.4 Cooperation with Other Stakeholders  <i>Participants will be given opportunity to present new information on the subject. Partners will be given opportunity to present information on the subject. Those submitting documents for this item will be given opportunity to highlight key points.</i>  <b>(WPA 38)</b> Work towards establishing positive relationships with other stakeholders, especially the fishing industry and Regional Advisory Councils</p>	Doc.14.4	Note taken Guidance given
<p>14.5 Dates of Interest 2013/2014  <i>The Secretariat will seek comments on the document. The meeting will be asked to decide on representation at relevant meetings.</i>  <b>(WPA 39)</b> Compile for each meeting of the Advisory Committee a report of representation of ASCOBANS at other meetings and a list of Dates of Interest  <b>(WPA 40)</b> Insofar as budgetary provisions and guidance by the Advisory Committee allow for it, ensure proper representation at meetings of other relevant organizations</p>	Doc.14.5 rev.2	List finalized Representatives for key meetings identified
<p>15. Report of the Secretariat on Financial and Administrative Issues  <b>(WPA 25)</b> Report on budgetary and administrative issues to each meeting of the Advisory Committee</p>		
<p>15.1 Administrative Issues  <i>The Secretariat will present its report to the meeting.</i></p>	Doc.15.1	Note taken Guidance given
<p>15.2 Accounts for 2012  <i>The Secretariat will present its report to the meeting.</i></p>	Doc.15.2	Note taken Guidance given
<p>15.3 2013 Budget  <i>The Secretariat will present its report to the meeting.</i></p>	Doc.15.3	Note taken Guidance given

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16. Project Funding <i>Parties will be requested to decide on overall priorities for financial support, based on the priority order for projects and activities agreed under item 6.2, as well as a list of proposals that were suggested during the meeting.</i>		Funding assigned to priority activities
17. Any Other Institutional Issues <i>Any items flagged for discussion during item 11 will be addressed.</i>		
18. Date and Venue of the 21 <sup>st</sup> Meeting of the Advisory Committee in 2014 <i>Sweden will be invited to brief the meeting on arrangements for AC21. The meeting will be invited to give guidance on suitable dates.</i>		
19. Election of Chair and Vice-Chair <i>In accordance with Rule 4 (2) of the Rules of Procedure, a Chairperson and a Vice-Chairperson shall be elected from among the Committee Members or their advisers. The current Chair and Vice-Chair are available for re-election for the next term.</i>		Chair and Vice-Chair for AC21-23 elected
20. Adoption of the List of Action Points of the Institutional Session <i>The Secretariat will circulate a list of Action Points and Decisions for approval.</i>		List of Action Points adopted
21. Close of Meeting <i>The Meeting will be closed by 6.30pm on Thursday, 29 August 2013.</i>		