

Agenda Item 1

Opening of the Meeting

Adoption of the Agenda

Document 1.2.b rev.1

**Provisional Annotated Agenda and
Schedule**

Action Requested

- Take note
- Comment

Submitted by

Secretariat



**NOTE:
DELEGATES ARE KINDLY REMINDED
TO BRING THEIR OWN COPIES OF DOCUMENTS TO THE MEETING**

Secretariat's Note

The Rules of Procedure adopted at the ASCOBANS 8th Meeting of Parties remain in force until and unless an amendment is called for and adopted.

Provisional Annotated Agenda and Schedule

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
<p>Tuesday, 25 September</p> <p><i>Please note that registration for the meeting is open from 8.30am – 9.15am.</i></p> <p><i>Note welcome dinner and excursion on the evening of 25 September.</i></p>				
9.30 – 10.30	<p>1. Opening of the Meeting</p> <p><i>The Meeting will be opened at 9.30 on Tuesday, 25 September 2018.</i></p>			
	<p>1.1 Welcoming Remarks</p> <p><i>The Host will give a welcome speech, followed by introductory remarks by the Chair and the Secretariat.</i></p>			
	<p>1.2 Adoption of the Agenda</p> <p><i>The Chair will draw the meeting's attention to the Rules of Procedure. The Rules of Procedure adopted at MOP8 remain in force unless an amendment is called for.</i></p> <p><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></p> <p><i>Late items and topics to be discussed under item 12 (Any other Business) may be suggested.</i></p> <p><i>The establishment of working groups already foreseen may be proposed.</i></p>		<p>Doc.1.2.a/Rev.1 (Agenda)</p> <p>Doc.1.2.b/Rev.1 (Annotated Agenda & Schedule)</p> <p>Inf.1.2.a (Rules of Procedure)</p> <p>Inf.1.2.b/Rev.1 (List of Documents)</p>	<p>Agenda adopted</p> <p>Timetable endorsed</p> <p>Working groups established (if needed)</p>

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
	<p>1.3 Opening of the Scientific Session <i>The Secretariat will introduce the overview of progress made with the implementation of the Work Plan.</i></p>		Doc.1.3 (Work Plan Progress)	Note taken Guidance given
	2. Review of new information on threats to small cetaceans (reporting cycle 2017 only)			
	2.1 Bycatch Session chair: Peter Evans, Chair of the Bycatch Working Group			
	<p>2.1.1 Update on monitoring, mitigation and assessment of bycatch from the ICES Working Group on Bycatch of Protected Species (WGBYC) <i>The Chairs of the WG, Sara Königson and Kelly Macleod, will brief the meeting on discussions and outcomes of their latest meeting (May 2018, Iceland).</i></p>	(WPA 1) Review new information on bycatch and associated strandings, bycatch mitigation and monitoring measures, including remote electronic monitoring and any further new techniques as well as local initiatives, and fisheries effort. Make recommendations to Parties and other relevant authorities for further action.	Inf.2.1.b (Meeting report ICES WGBYC)	Note taken
	<p>2.1.2 Analysis of national reporting data <i>The session chair will summarize the status quo in the agreement area, taking into account the information submitted in national reports. He will further update the meeting on the activities of the Working Group. The Chair will further outline how national reporting could be improved in future, not least to assess progress under the ASCOBANS action plans.</i> <i>Parties will be invited to present related points from their national reports.</i></p>	(WPA 1) Review new information on bycatch and associated strandings, bycatch mitigation and monitoring measures, including remote electronic monitoring and any further new techniques as well as local initiatives, and fisheries effort. Make recommendations to Parties and other relevant authorities for further action.	Inf.2.0 (National reporting template) Inf.2.a-j (National Reports) Resolution 8.5	Note taken

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
	<i>Participants will be given the opportunity to present new information on the subject.</i>			
Coffee/Tea Break (10.30 – 11.00)				
11.00 – 12.30	2.1.3 Joint Working Group on Bycatch with ACCOBAMS <i>The Secretariats will provide an update on the establishment of the new Joint Working Group.</i>	(WPA 1) Develop a joint working group with ACCOBAMS on bycatch.	Inf.2.1.a (TORs Joint Bycatch WG)	Note taken Guidance given
	2.1.4 The U.S. Marine Mammal Protection Act Import Provisions: The Regulation, the List of Foreign Fisheries, and a Regional Analysis of Marine Mammal Bycatch <i>Lauren Fields from NOAA Fisheries Office of International Affairs and Seafood Inspection will give a presentation providing an overview of the MMPA import provisions, highlighting next steps and fisheries bycatch issues relevant to ASCOBANS Parties.</i>		Inf.2.1.e (NOAA Seafood Import Provisions) Inf.2.1.f (NOAA Compliance Guide)	Note taken
	2.1.5 Technical discussion on semi-driftnets <i>As mandated by AC23 the issue of semi-driftnets and how this affects harbour porpoises in the Baltic will be presented and discussed.</i>	(AC23 Action Point 14) AC24 to include a technical discussion on semi-driftnets in the context of bycatch, including a presentation by the Bycatch Working Group.		Note taken

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	<p>2.1.6 Marine Stewardship Council (MSC) <i>Matt Gummery, MSC, will give a presentation to update the meeting on MSC work and developments of relevance to ASCOBANS.</i> <i>Taking into account the related Work Plan activities, the chair will facilitate a session for questions and discussion.</i></p>	<p>(AC23 Action Point 6) Invite a representative of the Marine Stewardship Council to present at AC24 on how ASCOBANS stakeholders could strengthen their engagement with the MSC.</p>		Note taken
Lunch Break (12.30 – 13.30)				
13.30 – 15.00	<p>2.1.7 A new web-based tool for seafood businesses to assess the environmental risks when sourcing fish <i>Eunice Pinn, Seafish, will give a presentation to update the meeting on a web-based tool developed by the UK Sea Fish Industry Authority to inform UK seafood businesses and retailers about four environmental risks when sourcing wild-capture seafood. These are fish stock status, management efficacy, bycatch and habitat impact.</i> <i>Taking into account the related Work Plan activities, the chair will facilitate a session for questions and discussion.</i></p>		Inf.2.1.c (RASS tool)	Note taken
	<p>2.1.8 Discussion and recommendations <i>Taking into account the related Work Plan activities, the session chair will</i></p>	<p>(WPA 3) Review whether the following remain appropriate, bearing in mind the overall objective of the Agreement to achieve and maintain a favourable</p>	Resolution 8.5	Guidance given

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
	<p><i>facilitate the discussion to make recommendations on bycatch.</i></p>	<p>conservation status for small cetaceans, and to make recommendations to Parties as appropriate:</p> <p>(a) the current maximum annual removal rate of 1.7 per cent of the best available estimate of abundance</p> <p>(b) the current intermediate precautionary aim of reducing bycatch to less than 1 per cent of the best available estimate of abundance</p> <p>(c) the objective of restoring and/or maintaining management units or populations to 80 per cent or more of their carrying capacity</p> <p>(d) the assessment/management units that have been proposed for regularly occurring species.</p> <p>(WPA 4) Make recommendations on appropriate triggers indicating when an environmental limit (an unacceptable interaction) is at risk of being reached or exceeded.</p>		
	<p>2.2 Resource depletion Session chair: Graham Pierce, Invited Expert (North Sea Group)</p>			
	<p>2.2.1 Analysis of national reporting data <i>The session chair will summarize the status quo in the agreement area, taking into account the information submitted in national reports. Parties will be invited to present related points from their national reports.</i></p>	<p>(WPA 5) Review new information on resource depletion and its impacts on small cetacean populations. Make recommendations to Parties and other relevant authorities for further action.</p>	<p>Inf.2.0 (National reporting template) Inf.2.a-j (National Reports) Resolution 8.9 (Cumulative Impacts)</p>	<p>Note taken</p>

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	<i>Participants will be given the opportunity to present new information on the subject.</i>			
	<p>2.2.2 Prey depletion and changes in prey quality <i>Signe Sveegard (Denmark) will present on changes in prey quality in the Baltic and the effect on marine mammals, in line with the mandate from AC23.</i> <i>Participants are invited to share information from other regions, where possibly covering both aspects of fisheries and climate change.</i></p>	(AC23 Action Point 5) At a future meeting of the AC, prior to MOP9 in 2020, include prey depletion and changes in prey quality on the agenda, covering both aspects of fisheries and climate change.		Note taken
	<p>2.2.3 Discussion and recommendations <i>Taking into account the related Work Plan activities, the session chair will facilitate the discussion to make recommendations on resource depletion.</i></p>			Guidance given
Coffee/Tea Break (15.00 – 15.30)				
15.30 – 18.00	<p>2.3 Marine debris Session chair: Mark Simmonds, Humane Society International</p>			
	<p>2.3.1 Analysis of national reporting data <i>The session chair will summarize the status quo in the agreement area, taking into account the information submitted in national reports. Parties will be invited to</i></p>	(WPA 5) Review new information on marine debris (ingestion and entanglement), including microplastics, and its impacts on small cetaceans. Make recommendations to Parties and other relevant authorities for further action.	<p>Inf.2.0 (National reporting template) Inf.2.a-j (National Reports) Inf.2.3.a (ECS workshop report)</p>	Note taken

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
	<p><i>present related points from their national reports.</i></p> <p><i>Participants will be given the opportunity to present new information on the subject.</i></p>			
	<p>2.3.2 Discussion and recommendations</p> <p><i>Taking into account the related Work Plan activities, the session chair will facilitate the discussion to make recommendations on marine debris (ingestion and entanglement).</i></p>			Guidance given
	<p>2.4 Survey and research</p> <p>Session chair: Meike Scheidat, Netherlands</p>			
	<p>2.4.1 Mapping distribution and abundance of small cetaceans in the agreement area</p> <p><i>Peter Evans (Sea Watch Foundation) will present new distribution maps of small cetaceans to introduce the subject.</i></p>			Note taken
	<p>2.4.2 Analysis of national reporting data</p> <p><i>The session chair will summarize the status quo in the agreement area, taking into account the information submitted in national reports. Parties will be invited to present related points from their national reports.</i></p> <p><i>Participants will be given the opportunity to present new information on the subject.</i></p>	<p>(WPA 27) Review new information on population size, distribution, structure, life-history parameters and causes of any changes in the ASCOBANS Area of populations of small cetaceans. Make appropriate recommendations to Parties and other relevant authorities.</p> <p>(WPA 28) Review new information on monitoring programmes relevant for small</p>	<p>Inf.2.0 (National reporting template)</p> <p>Inf.2.a-j (National Reports)</p>	Note taken

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
		cetaceans, their prey and their habitat. Make recommendations to Parties and other relevant authorities for further action. (WPA 29) Review new information on dedicated surveys and other research relevant for small cetaceans, their prey and their habitat. Make recommendations to Parties and other relevant authorities for further action.		
	2.4.3 Discussion and recommendations <i>Taking into account the related Work Plan activities, the session chair will facilitate the discussion to make recommendations on surveys and research.</i>			Guidance given
18.00 - late	Welcome dinner and excursion There will be a welcoming address by the host, followed by a one-hour excursion and dinner (please confirm your participation at registration in the morning).			

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Wednesday, 26 September				
9.00 – 10.30	2.5 Use of bycatches and strandings Session chair: Rob Deaville, Zoological Society London (ZSL)			
	2.5.1 Update on the new IWC Strandings Initiative <i>Presentation by the Coordinator of the Initiative, Karen Stockin, IWC</i>	(WPA 61) Seek to cooperate closely with CBD, ECS, HELCOM, ICES, IWC, NAMMCO, OSPAR, UNCLOS, UNEP and other relevant organizations.	Inf.2.5.b (IWC strandings update) Inf.2.5.c (Strategic Plan - IWC Bycatch Mitigation Initiative) Inf.2.5.d (Work Plan - IWC Bycatch Mitigation Initiative)	Note taken
	2.5.2 Update on the new international database for marine mammal stranding and necropsy data <i>Presentation by Rob Deaville, ZSL</i>		AC23/Inf.9.1.a (costed proposal)	Note taken
	2.5.3 Update on best practice guidelines for stranding events (ACCOBAMS/ ASCOBANS/ECS/IWC/RAC-SPA) <i>Presentation by Sandro Mazziarol, Scientific Commission/ACCOBAMS Secretariat</i>	(WPA 34) Engage actively in the ongoing work on best practice guidelines for stranding events in the frameworks of the International Whaling Commission and ACCOBAMS.	Inf.2.3.a (ECS workshop report)	Note taken
	2.5.4 Update on a new necropsy protocol <i>Presentation by editors Lonneke Ijsseldijk and Andrew Brownlow</i>	(WPA 37) Engage actively in the ongoing work on best practise guidelines for necropsies in the framework of the International Whaling Commission, the European Cetacean Society and ACCOBAMS.	Inf.2.5.a (Draft necropsy protocol)	Note taken

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	<p>2.5.5 Analysis of national reporting data <i>The session chair will summarize the status quo in the agreement area, taking into account the information submitted in national reports. Parties will be invited to present related points from their national reports.</i> <i>Participants will be given the opportunity to present new information on the subject.</i></p>	<p>(WPA 36) Review new information provided through the national reports. Make recommendations to Parties and other relevant authorities for further action. (WPA 33) Review new information on the establishment and functionality of stranding networks, especially with a view to facilitating liaison and skill-sharing. Make recommendations to Parties and other relevant authorities for further action. (WPA 38) Continue monitoring new information on the causes of strandings and mortality of cetaceans, as well as best practice guidance on stranding responses and necropsies, and to make recommendations to Parties as appropriate.</p>	<p>Inf.2.0 (National reporting template) Inf.2.a-j (National Reports)</p>	<p>Note taken</p>
	<p>2.5.6 Discussion and recommendations <i>Taking into account the related Work Plan activities, the session chair will facilitate the discussion to make recommendations on the use of bycatches and strandings.</i></p>			<p>Guidance give</p>
Coffee/Tea Break (10.30 – 11.00)				
11.00 - 12.30	3. Species Action Plans			
	<p>3.1 Recovery Plan for Baltic Harbour Porpoises (Jastarnia Plan)</p>	<p>(WPA 22) Evaluate progress in the implementation of the Recovery Plan for</p>	<p>Doc.3.1.a (Report JG14)</p>	<p>Note taken Guidance given</p>

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		Baltic Harbour Porpoises (Jastarnia Plan), establish further implementation priorities, carry out the periodic review of the Plan and promote the implementation of the Plan.	Doc.3.1.b (Progress report Jastarnia) Resolution 8.3	Action Points JG14 endorsed
	<p>3.3 Conservation Plan for the Harbour Porpoise Population in the Western Baltic, the Belt Sea and the Kattegat (WBBK)</p> <p><i>The meeting will be shown a presentation by Ida Carlén, Chair of the Jastarnia Group. She will update the meeting on activities of the group and the most recent joint meeting.</i></p> <p><i>Peter Evans (Sea Watch Foundation) will present the progress report for the Jastarnia and WBBK harbour porpoise action plans.</i></p> <p><i>Baltic and Belt Sea Parties will be invited to review the information presented and to present related points from their national reports.</i></p>	<p>(WPA 24) 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.</p> <p>(WPA 50) Organize meetings of regional working groups (Jastarnia Group, North Sea Group) at intervals defined in each group's ToR.</p>	<p>Doc.3.3 (Progress report WBBK)</p> <p>Inf.3.3.a (PAL Letter)</p> <p>Inf.3.3.b (PAL Response)</p>	
	<p>3.2 Conservation Plan for Harbour Porpoises in the North Sea</p> <p><i>The meeting will be shown a presentation by Peter Evans, the Chair of the North Sea Group. He will update the meeting on activities of the group and the group's meeting on 24 September.</i></p> <p><i>Peter Evans (Sea Watch Foundation) will further present the progress report for the</i></p>	<p>(WPA 23) 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.</p> <p>(WPA 50) Organize meetings of regional working groups (Jastarnia</p>	<p>Doc.3.2.b (Progress report North Sea)</p> <p>Inf.3.2.a (Ijsseldijk et al. 2018)</p>	Note taken Guidance given

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
	<i>North Sea Plan, which Parties are invited to review and add to.</i>	Group, North Sea Group) at intervals defined in each group's TOR.		
	<p>3.4. Draft Conservation Plan for the Common Dolphin</p> <p><i>The meeting will be shown a presentation on the draft Action Plan, with emphasis on the proposed actions. Participants are invited to review the document. The potential adoption will be discussed.</i></p>	(WPA 25) Finalize the Conservation Plan for Common Dolphins and circulate it to the Parties for adoption.	Doc. 3.4 (Draft SAP) Resolution 8.4	Note taken Guidance given List of actions reviewed Process for adoption and coordination agreed
Lunch Break (12.30 – 13.30)				
13.30 – 15.00	<p>4. Special Species Session: Atlantic white-sided dolphin</p>			
	<p>4.1 Introduction and Conservation Status</p> <p><i>The meeting will be shown a presentation by Peter Evans on population status and structure, distribution, life history, threats and pressures affecting the Atlantic white-sided dolphin.</i></p> <p><i>The meeting will agree on a species to be the focus of a special session at AC25 in 2019.</i></p>	(WPA 49) Arrange for a special session dealing with a species selected by the previous meeting at each meeting of the Advisory Committee, covering issues such as population status and structure, distribution, abundance, life history, threats and pressures, the conservation status and recommendations for research and conservation actions.	Inf.4.1.a (Banguera et al.) Inf.4.1.b (Bloch et al.) Inf.4.1.c (Evans et al.) Inf.9.0 (LUTRA Sept 2018 special edition)	Note taken Species to be highlighted at AC24 agreed
	<p>4.2 Recommendations for Research and Conservation Actions</p> <p><i>There will be a facilitated discussion to collate recommendations for research and conservation actions.</i></p>			Note taken Guidance given

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
	5. Follow-up from AC23 Special Species Session: White-beaked dolphin			
	5.1 Updated status information <i>Following on from the discussion held at AC23, Peter Evans will present new information on the status of the species.</i>	<p>(WPA 49) Arrange for a special session dealing with a species selected by the previous meeting at each meeting of the Advisory Committee, covering issues such as population status and structure, distribution, abundance, life history, threats and pressures, the conservation status and recommendations for research and conservation actions.</p> <p>(AC23 Action Point 14) The Secretariat is to work with Peter Evans to prepare a data request to Parties and Non-Parties on white-beaked dolphin for presentation at AC24. The Secretariat shall invite relevant organizations to contribute further data to this process.</p>	<p>Doc.5.1 (Draft data request)</p> <p>AC23 presentation (Peter Evans)</p> <p>AC23/Inf.3.1.a (White-beaked dolphin review 2008)</p> <p>AC23/Inf.3.1.b (White-beaked dolphin review 2016)</p> <p>AC20/Doc.4.1.c (Workshop report on White-beaked dolphins in the Northeast Atlantic)</p> <p>Inf.5.1.a (Ijsseldijk et al. 2018)</p> <p>Inf.9.0 (LUTRA Sept 2018 special edition)</p>	<p>Note taken</p> <p>Guidance given</p>
	5.2 Recommendations for Research and Conservation Action <i>The meeting will revisit the updated recommendations from AC23.</i>		<p>AC23 presentation (Peter Evans)</p>	<p>Note taken</p> <p>Guidance given</p>
Coffee/Tea Break (15.00 – 15.30)				

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
15.30 – 18.00	<p>6. Status of small cetaceans in the Irish and Celtic Seas</p> <p>Status of small cetaceans in the North-East Atlantic extension area (Portugal & Spain)</p> <p>7. <i>Peter Evans, Chair of the Extension Area Working Group, will summarize the status quo in the extension area of ASCOBANS.</i></p> <p><i>Ireland and Spain will not participate in the meeting; no response has been received from Portugal.</i></p> <p><i>Feedback will be sought on a dedicated session at AC25 on the extension area.</i></p>	<p>(AC23 Action Point 8) Invite experts from Ireland to attend the 24th Meeting of the AC to <i>inter alia</i> discuss the population status and a survey of small cetaceans in the Irish and Celtic Seas.</p> <p>(AC23 Action Point 8) At a future meeting of the AC, prior to MOP9 in 2020, include the extension area of ASCOBANS on the agenda and invite experts from Ireland, Portugal and Spain to participate. The item should cover common dolphins and other species occurring in the extension area.</p>		Note taken Guidance given
	<p>8. Relevant EU Policy matters</p> <p><i>Vedran Nikolic, DG Environment, will give a presentation to update the meeting on ongoing policy developments and projects of relevance to ASCOBANS.</i></p> <p><i>Taking into account the related Work Plan activities, the chair will facilitate a session for questions and discussion.</i></p>	<p>(WPA 58) Identify priorities and improve co-operation between ASCOBANS and institutions of the European Union.</p>	Inf.8.a (Background document DG Env)	Note taken Guidance given
	<p>9. Cooperation with other Bodies</p>			
	<p>9.1 Reports by the Secretariat, Parties and Partners</p> <p><i>The Secretariat will highlight key areas of collaboration with partners during the past year.</i></p>	<p>(WPA 47) Work towards strengthening or establishing positive relationships with stakeholders, especially the fishing industry and European fisheries Advisory Councils.</p> <p>(WPA 61) Seek to cooperate closely with CBD, ECS, HELCOM, ICES, IWC,</p>		Note taken Comments made Guidance given Topics for ECS Workshop(s) for 2019 proposed

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	<i>Partners are invited to present their reports, taking into account any relevant work plan activities.</i>	NAMMCO, OSPAR, UNCLOS, UNEP and other relevant organizations. (WPA 64) Seek to strengthen collaboration with civil society organizations and non- governmental organizations. (WPA 66) Insofar as budgetary provisions and guidance allow for it, ensure proper representation at meetings of other relevant organizations.		
	9.2 (moved to 2.1.6)			

Thursday, 27 September				
9.00 – 10.30	<p>9.3 Cooperation and Joint Initiatives with CMS</p> <p><i>The CMS Secretariat will present those outcomes of CMS COP12 (October 2017), which are relevant to ASCOBANS and highlight recent developments.</i></p> <p><i>Sarah Dolman will present the Information Document 9.3.b “Readdressing the CMS listing of species in the ASCOBANS region”.</i></p>	<p>(WPA 59) Ensure close collaboration with the Secretariats and scientific advisory bodies of the CMS Family on all issues of mutual interest.</p> <p>(WPA 60) Seek to implement the Strategic Plan for Migratory Species 2015-2023 (CMS Resolution 11.2) and consider the development of sub-targets.</p>	<p>Inf.9.3.a (Relevant CMS COP12 outcomes)</p> <p>Inf.9.3.b (CMS listings)</p>	<p>Note taken</p> <p>Guidance given</p>
	<p>9.4 Dates of Interest 2018/2019</p> <p><i>The Secretariat will seek comments on the draft list of Dates of Interest.</i></p>	<p>(WPA 65) Compile a list of Dates of Interest and report back to each meeting of the Advisory Committee on attendance at such meetings.</p>	<p>Doc.9.4 (Dates of Interest)</p>	<p>List finalized</p>

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
	<i>The meeting will be asked to decide on attendance at relevant meetings.</i>	(WPA 66) Insofar as budgetary provisions and guidance allow for it, ensure proper representation at meetings of other relevant organizations.		
10. Publicity and Outreach				
10.1	Reports by the Secretariat, Parties and Partners <i>The Secretariat will present its outreach report to the meeting.</i> <i>Parties will be invited to present related points from their national reports.</i> <i>Participants will be given the opportunity to present new information on the subject.</i>	(WPA 40) Make efforts to implement the existing (and possible future) Communication, Education and Public Awareness (CEPA) Plan. (WPA 42) Develop the ASCOBANS website, including the children's 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. (WPA 43) Support annual celebration of the International Day of the Baltic Harbour Porpoise on the 3 rd Sunday in May. (WPA 46) Report on outreach and communication issues to each meeting of the Advisory Committee.	Doc.10.1 (Outreach Report)	Note taken Comments made Guidance given
11. Funding of Projects and Activities				
11.1	Progress of Projects Supported by ASCOBANS <i>11.1.1: This project was presented by ZSL under agenda item 2.5.2.</i> <i>11.1.2: A representative of the BALHAB team will present the outcomes of the</i>		Inf.11.1.a (BALHAB project)	Note taken Guidance given

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	<i>project on Baltic Sea Harbour porpoise foraging habitats (BALHAB).</i>			
Coffee/Tea Break (10.30 – 11.00)				
11.00 – 12.30	11.2 Prioritization of Activities Requiring Funding <i>The Secretariat will inform the meeting about the financial needs for the implementation of activities agreed by the AC.</i> <i>The meeting will be requested to decide on future calls for projects.</i>	(WPA 31) Issue call for project proposals when instructed to do so by the Advisory Committee, and conduct consultation on prioritization to the next meeting. (WPA 32) Prepare for each meeting of the Advisory Committee an overview of approved activities requiring funding. (WPA 56) Encourage Parties and partner organizations to provide voluntary contributions for projects prioritized by the AC or outreach initiatives.	Doc.11.2 (Activities Requiring Funding)	Note taken Priority order for activities agreed Decision on calls for projects in 2018 and 2019 made
	12. Any other Business <i>Any items flagged for discussion during item 1.2 will be addressed.</i>			
	13. Adoption of the List of Action Points of the Scientific Session <i>The Secretariat will present a list of Action Points and Decisions for approval.</i>			List of Action Points adopted
	14. Close of the Scientific Session			
Lunch Break (12.30 – 13.30)				
	15. Opening of the Institutional Session			

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13.30 – 15.00	<i>Late items and topics to be discussed under item 20 may be suggested.</i>			
	<p>16. Accession and Agreement Amendment <i>The Secretariat will present the status of accession and acceptance of the amendment to the meeting.</i> <i>Parties that have not yet formally accepted the Amendment (Belgium, Lithuania) will be called on to inform the meeting on the progress made.</i> <i>Parties will be given opportunity to report on any efforts to promote accession of Non-Parties.</i></p>	<p>(WPA 72) Promote accession of non-Party Range States and the European Commission to the Agreement.</p>	<p>Inf.16 (Accession)</p>	<p>Note taken Comments made Guidance given</p>
	<p>17. Development of the National Reporting Format covering 2018 <i>The Secretariat will outline the 2017 national reporting process and highlight progress as well as difficulties encountered.</i> <i>Parties will be requested to provide comments on the 2017 reporting form, which is due to be used again in 2020.</i> <i>The meeting is invited to improve the current format and agree on the process for developing the 2018 reporting format, which Parties will be requested to fill in early 2019. In 2019 national reporting and AC25 will focus on the following subjects: whale watching, recreational sea use, pollution, ship strikes, climate</i></p>	<p>(WPA 67) Develop the sections of the reporting format one by one, starting with those to be considered in each report and at the first Advisory Committee Meeting after MOP8. (WPA 68) In developing the detail of each section, consult experts on the subjects in order to ensure that essential information is gathered in a form that standardizes responses and lends itself to statistical analysis as far as possible, and decide which topics should be reported on by region. (WPA 70) Tailor the agenda for each of the meetings of the Advisory Committee to reflect the topics selected for the previous year's national reports.</p>	<p>Inf.2.0 (National reporting template) Inf.2.a-j (National Reports) Resolution 8.1</p>	<p>Note taken Process for developing the 2018 reporting form and refining the complete questionnaire for national reporting in 2020 agreed Comments made</p>

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	<i>change, physical habitat change, MPAs and education (see Resolution 8.1).</i>			
	18. Financial and Administrative Issues			
	18.1 Administrative Issues <i>The Secretariat will present its report to the meeting.</i>	(WPA 54) Report on budgetary and administrative issues to each meeting of the Advisory Committee	Doc.18.1 (Admin Report)	Note taken Guidance given
	18.2 Accounts for 2017 and 2018 <i>The Secretariat will present its reports to the meeting.</i>	(WPA 54) Report on budgetary and administrative issues to each meeting of the Advisory Committee	Doc.18.2.a/Rev.1 (Budget 2017) Doc.18.2.b (Mid-Term Budget 2018)	Note taken Guidance given
Coffee/Tea Break (15.00 – 15.30)				
15.30 – 18.00	19. Project Funding			
	19.1 Project Plan on the Coordinator of Harbour Porpoise Action Plans <i>Parties will be requested to decide on overall priorities for financial support, based on the priority order for activities agreed under item 11.2, as well as a list of proposals that were suggested during the meeting. One of the key items is the continuation of funding for the Coordinator of Harbour Porpoise Action Plans.</i>	(WPA 57) Develop funding arrangements for projects prioritized by the Advisory Committee and Meeting of Parties.	Doc.11.2 (Activities Requiring Funding) Doc.3.0 (Project Plan HP coordination)	Funding assigned to priority activities
	20. Any other institutional issues <i>Any items flagged for discussion during item 15 will be addressed.</i>			

Time	Agenda Item	Related Work Plan Activity	Documents	Expected Outcomes
	<p>21. Date and Venue of the 25th Meeting of the Advisory Committee <i>Parties will be invited to make offers for hosting AC25 in 2019. The meeting will be invited to give guidance on suitable dates.</i></p>			Guidance given
	<p>22. Adoption of the List of Action Points of the Institutional Session <i>The Secretariat will present a list of Action Points and Decisions for approval.</i></p>			List of Action Points adopted
	<p>23. Close of Meeting <i>The Meeting is expected to close by 18.00 on Thursday, 27 September 2018.</i></p>			