

The First Meeting of the Project Steering Committee for Implementation of the Strategic Action Programme for the protection of the Western Indian Ocean from land-based sources and activities (WIOSAP) and Western Indian Ocean Strategic Action Programme Policy Harmonization and Institutional Reforms (SAPPHIRE) Project Inception Workshop

Mahe, Seychelles, 16-17 November 2017

Meeting Report for WIOSAP First Project Steering Committee meeting and Joint WIOSAP Project Steering Committee and SAPPHIRE Project Inception meeting

Joint Official Opening of the Inception Workshop and WIOSAP First Project Steering Committee meeting

Introduction

1. The SAPPHIRE Project Inception Workshop was held parallel to the first Project Steering Committee (PSC) meeting of the project on 'Implementing the Strategic Action Programme for the protection of the Western Indian Ocean from land based sources and activities' (WIOSAP) in Seychelles. The inception meeting was held over two days with the second day being a joint meeting of the WIOSAP Project Steering Committee and SAPPHIRE Inception. There was also a joint opening of the two meetings on the 16th November 2017. The opening was attended by the Focal Points of the Nairobi Convention, representatives of the countries of the Nairobi Convention, partners and experts from the region. Also in attendance were the Principal Secretary for Environment for Seychelles Mr. Alain de Comarmond who was the representative of the Government of Seychelles and the Chair of the Bureau of the Nairobi Convention, the Coordinator of the Global Programme of Action for the Protection of the Marine Environment from Land-Based Activities, Mr. Habib El- Habr, and the task managers of the two projects: Mr. Georgy Yegor Volovik, Portfolio Manager of the Global Environment Facility - International Waters, and Dr. Akiko Yamamoto, Regional Technical Advisor for Water and Ocean Governance for UNDP.
2. Mr. Dixon Waruinge, the head of the Nairobi Convention Secretariat, brought the joint opening to a start with an introduction of participants. Mr. Waruinge outlined the respective objectives of each meeting noting that the Inception meeting for the SAPPHIRE Project would discuss the roles and responsibilities of various project partners, enhance awareness of partners and stakeholders on the various components and activities of the project, discuss the workplan and budget of the first year of implementation, and the decision-making structure. The objective of the PSC meeting of WIOSAP was to discuss the workplan and budget of the WIOSAP project.

Opening Statements/Welcome Addresses

3. Dr Akiko Yamamoto (UNDP) appreciated the efforts of the Nairobi Convention Secretariat and the Government of Seychelles in hosting the WIOSAP and SAPPHIRE meetings as well as the recently concluded workshop to consider Marine Spatial Planning in the Western Indian Ocean region. She stated that after being endorsed at the Ministerial meeting during the 8th Conference of Parties in Seychelles in 2015 and the signing of the Project Document in October 2017, the SAPPHIRE project was formally starting its 66 months of implementation with the Inception meeting. Dr. Yamamoto noted that SAPPHIRE builds on the previous work completed under the UNDP supported GEF financed Agulhas and Somali Current Large Marine Ecosystems (ASCLME) Project which delivered the regional Transboundary Diagnostic Analysis (TDA) and ministerial endorsed Strategic Action Programme (SAP) for the Western Indian Ocean Large Marine Ecosystems (LMEs), as well as individual Marine Ecosystem Diagnostic Analyses for each participating country. The SAPPHIRE Project aims to support and assist government institutions and intergovernmental bodies in the region to implement the activities which they require to deliver the SAP and to ensure sustainability of efforts and actions toward long-term management of activities within the LMEs, as well as the sustainability of associated institutional arrangements and partnerships.
4. Dr Yamamoto noted that the focus of the project would be the implementation of the activities in the project document and turning the commitments made by Countries on SDGs, particularly SDG 14, and those made during the Ocean's conference in 2017, into actions on the ground. She highlighted pressures that the oceans are facing from the impacts of human activities and climate change, calling for an ecosystem based management approach for the sustainable use and conservation of coastal

and marine resources. She concluded her remarks stating that the implementation of the SAPPHIRE program would be heavily reliant on strong partnerships and strong governance that is attained through collaboration among the LME communities, countries of the WIO, the non-state actors, and public-private partnerships. She added that the UNDP and the UN Environment would be working collaboratively in the implementation of the WIOSAP and SAPPHIRE projects with the intention of harmonising activities and ultimately combining institutional and administrative process for a single implementation strategy for the two WIO SAPs.

5. Mr. Habib El- Habr thanked the Government of Seychelles for hosting the meetings, noting that it was a pleasure to be invited to the first PSC for the WIOSAP Programme. He highlighted the areas of possible collaboration between the WIOSAP project and Global Programme of Action for the Protection of the Marine Environment from Land-Based Activities (GPA) particularly since the GPA aims at preventing degradation of the marine environment from land-based activities by facilitating the realization of the duty of States to preserve and protect the marine environment.
6. Mr. Georgy Yegor Volovik noted that the Nairobi Convention has played an active role in three regional projects, Addressing Land-Based activities in the Western Indian Ocean (WIOLaB) project, the ASCLME project and the South Western Indian Ocean Fisheries (SWIOFP) Projects. He added through these projects, the Convention has supported the institutionalisation of a cooperative, adaptive and results-based management framework in the WIO. The UN Environment supported the development and endorsement by GEF of the new phase of implementation of the strategic action programme for the protection of the Western Indian Ocean from land based sources and activities (WIOSAP) from 2016-2022, to be executed through the Nairobi Convention. Mr Volovik stated that WIOSAP provides an opportunity for the governments and partners in the region to jointly implement SAP related strategies noting that 3 of the 4 components of the WIOSAP project were SAP related while the 4th component focuses on Monitoring and Evaluation and capacity development. He stated that during the WIOSAP Inception meeting in Mauritius in April the meeting developed detailed approaches for the implementation of WIOSAP and outlined the roles and responsibilities of partners. The PSC meeting would be building on these decisions. He concluded his remarks by whole-heartedly welcoming the SAPPHIRE project, stressing the importance of excluding duplication and maximizing synergy in action in the implementation of the sister projects.
7. Mr. Alain de Comarmond thanked the Nairobi Convention Secretariat, the United Nations Environment and the United Nations Development Programme for choosing the Government of Seychelles to host the meeting stating that as a Small Island Developing State at the forefront of the battle to adapt to climate change and adopt a new Blue Economy approach, Seychelles was an appropriate location for the deliberations on the WIOSAP and SAPPHIRE Projects. Like previous speakers, the Permanent Secretary decried the state of degradation of the coastal and marine environments of the Western Indian Ocean noting that there was an urgent call in the region for the restoration of critical habitats such as mangroves, coral reefs, and seagrasses that support fisheries, tourism and other economic activities. He lauded the Blue Economy initiatives that are being planned and implemented in the region stating that there was still a need to develop a greater understanding of the value of ocean and coastal resources, create valuation and accounting tools for this blue capital, and look at management and policy options for sustainable economic growth. The implementation of SAPPHIRE and WIOSAP are steps in the right direction that can drive forward a blue economy and prevent climate change from undermining it - enabling coastal communities, economies and marine ecosystems to become more resilient and grow in a sustainable manner. He stated that the two projects would coordinate closely with each other to harmonize activities leading to a single implementation strategy for the two Western Indian Ocean Strategic Action Programmes, and building upon the synergies that exist between WIOSAP and SAPPHIRE projects for improved regional governance in the marine and coastal sector.

Project overview and background: Overview of the WIOSAP and SAPPHIRE Projects

8. Dixon Waruinge gave a presentation on the WIOSAP and SAPPHIRE projects covering the project backgrounds, the Executing Agency, the budget, partners involved, the components, the project management structure of each of the projects, a summary of the expected project outcomes, and the areas of confluence between SAPPHIRE and WIOSAP where collaborative action, or joint program activities, could be organised. Some of the areas of confluence include:
 - SAPPHIRE's Component 1 on supporting Policy Harmonization and Management Reforms towards improved ocean governance whose key output is marine spatial planning (MSP) processes ties in with WIOSAP's Component D on Governance and Regional Collaboration: strengthening governance and awareness in the WIO region and its related activities.
 - SAPPHIRE's Component 2 on Stress Reduction through Community Engagement and Empowerment in Sustainable Resources Management is relatable to WIOSAP's Component A, Activity: A.1.4.1. Support up-scaling and replication of ICM and associated capacity building (3 priority sites).
 - SAPPHIRE's Component 4 on delivering best practices and lessons through innovative ocean governance demonstration – EBM, MSP - is relatable to WIOSAP's Component A on sustainable management of critical habitats: protection, restoration and management of critical coastal habitats and ecosystems and particularly Activity A.1.1.1 on development of marine spatial plans.
 - SAPPHIRE's Component 5 on capacity development to realise improved ocean governance in the WIO region is linkable to WIOSAP's Component A on sustainable management of critical habitats: protection, restoration and management of critical coastal habitats and ecosystems; particularly activity A.1.4.1 of supporting up-scaling and replication of ICM and associated capacity building (3 priority sites)
9. Mr. Waruinge noted that the 2 projects would also be working together in the selection of demonstration/pilot projects and in developing criteria of the selection of the demo projects. Lastly, he gave the expected outputs from the SAPPHIRE Inception meeting and the WIOSAP PSC meetings. These included:
 - a. inception phase activities for SAPPHIRE,
 - b. a work plan and budget for 2017-2018 for WIOSAP,
 - c. strategic guidance and linkage between the WIOSAP project and the SAPPHIRE project,
 - d. development of partnership with key stakeholders and co-financing institutions to enhance the visibility of the two projects in the region, an agreement on the dates for the first steering committee meeting for SAPPHIRE in the second half of 2018,
 - e. agreement on the dates for the second steering committee meeting for the WIOSAP in the second half of 2018, agreement on the selection criteria for national demo projects before 2018 and establishment of project management teams by February 2018.

FIRST MEETING OF THE PROJECT STEERING COMMITTEE OF THE WIOSAP PROJECT

Introduction

10. The meeting of the Project Steering Committee was called to order by the Chair (Seychelles) at 11:00am. Countries represented were Comoros, Mauritius, Seychelles, Somalia, Kenya, Tanzania, Mozambique, South Africa. There were apologies from Madagascar who were not able to attend the meeting due to unavoidable circumstances. The Agenda of the Meeting was reviewed and adopted without changes.

11. Presentations were made to the Project Steering Committee by the consultant to the Nairobi Convention Secretariat, Dr Tim Andrew, covering i) the Project Structure, ii) The Terms of Reference of the Steering Committee, iii) Co-financing mechanisms, and iv) the revised Work plan of the project. Further presentations were made by Dr Julius Francis and Dr. Joseph Maina on the status of implementation of early activities of the project; by Mr Mwangi Theuri on the expenditures of the project, and last by individual countries on progress being made to prepare for the project in their respective countries. Dr. Yegor Volovik presented the Monitoring and Evaluation of the project.
12. The status of implementation by WIOMSA relating to work on critical habitats and MPAs was appreciated. The case studies on Rufiji River and the rivers in Madagascar on environmental flows, sedimentation and nutrient loading were also welcomed. These should help with baselines as well as to build the capacity of local institutions to ensure sustainability beyond the projects. They should also inform the MSP processing ongoing or to be initiated in the countries.
13. South Africa and Kenya confirmed that they already have the structures in place and are ready to start implementation. Mauritius will prepare projects on addressing sedimentation and debris from rivers among other projects, building on previous successes as part of WIO-Lab. Tanzania has made field visits to decide on sites and priorities. Pemba (Chake Chake waste water treatment) has been selected for up-scaling. Comoros has put in place plans for the project and will be sharing these with the Secretariat

Project Structure

14. The structure is adopted where the Project Steering Committee is the ultimate decision making body of the project as approved in the project document. Clarification was given regarding the difference between national focal institutions of the Nairobi Convention and the proposed inter-ministerial coordination unit at the country level. It was thus decided that the titles of organs in the project structure can be adapted to fit country configurations/ nomenclature.

Project Steering Committee Terms of Reference

15. The Secretariat should revise the Terms of Reference to reflect the strategic functions of the Project Steering Committee; while noting that the outputs of the project must come to PSC for decision. Some of the current functions in the draft TORs could be delegated to the project manager, the national focal points, and other project support structures.
16. The PSC should meet every six months to give the Project Manager adequate guidance. One meeting should be face to face while the second meeting could be virtual (online, by telephone call etc).

Project Co-financing

17. There is an urgent need for the Secretariat with the help of each country to review and update co-financing arrangements. In doing so the respective country should confirm the co-finance that is still valid and the ones that are no longer available. New co-financing should be sort to fill the gaps. It was noted that even for co-financing that may still be available each country should review the adequacy of the co-financing to reflect today's value of the budget costs. This is because of the delay between preparation of the Project Document and associated commitments made by the countries, and project implementation.

Project Workplan and Budget

18. The work plan and suggested timeframe to 2022 is accepted subject to the Secretariat reflecting the changes proposed by the PSC which include:
 - The workplan should reflect the scheduling of the next Steering Committee Meeting, and efforts should be made to schedule the meetings of the Project Steering Committee of WIOSAP with the Project Steering Committee of SAPPHIRE.

- The next meetings of the two PSCs should be held prior to the next Conference of the Parties to the Nairobi Convention to be hosted by Kenya in 2018;
- A budget revision must be done and allocations adjusted to take into consideration activities not undertaken in 2017; and that activities should run until 2022. Budget revisions may be made up to 20% if within budget components; but only up to 10% between budget components.
- National project officers will be appointed on a needs basis depending on the number of projects to be sponsored per country;

It was noted that there is a limit to which project administration costs can be applied without express written authority of the GEF Secretariat;

Call for proposal for National Projects

19. A call for proposals for national projects should be issued as soon as possible. Adequate guidance on the selection criteria and the mode of technical support to develop full project proposals for the project concepts that will be selected for funding. Countries will screen project applications at the national level and forward the successful ones for consideration by the Regional Technical Committee which shall make recommendations to the PSC for decision making. Countries may submit more than one project concept for consideration, however choice of project sites needs to be guided by the recommendations of the WIO-Lab SAP. Should alternative sites be chosen by countries this needs to be justified in the light of current information. The PSC will review and approve projects to be funded based on recommendations by the Regional Technical Committee, including funding levels.

Monitoring and Evaluation

20. Reporting is more than progress on project implementation. Reports should focus towards tracking impact and delivering on the global objectives of the GEF. Periodic field visits are important to ascertain progress. PSC members may elect to accompany project manager on the periodic field monitoring visits. Mid-term review and terminal evaluation will be done by an external evaluator hired by UN Environment.
Selection of the Chair for the Project Steering Committee
21. It was agreed by consensus of all countries that the Chair and the Rapporteur of the Nairobi Convention automatically become the Chair and Rapporteur of the Project Steering Committee respectively for the first term. The term of the PSC Chair is one year. The Chair will be rotated among member states over the duration of the project.
22. There being no other business the PSC adjourned at 17:45hrs.

Joint WIOSAP PROJECT STEERING COMMITTEE AND SAPPHIRE INCEPTION MEETING

Session 7 and 8: Summary of the WIOSAP PSC meeting and SAPPHIRE Inception Meeting

23. The joint WIOSAP PSC and SAPPHIRE Inception meeting began with the presentation of summaries from the parallel meetings that were held on the 16th of November 2017. As the proceedings from the WIOSAP First Project Steering Committee meeting are already included in this report, the section below provides a brief outline of the action points and decisions made in the SAPPHIRE Inception Workshop:

a) Main Points of discussion

- Project coordination and management arrangements at regional and national levels
- Coordination of the SAPPHIRE project with WIOSAP in order to maximize on existing synergies between the two projects on cross-cutting activities.

- Establishment of demonstration sites/pilot projects.
 - Activities for Year one of implementation and strategy for fast-tracking SAPPHIRE
 - Stakeholder/partner involvement in SAPPHIRE implementation
 - Monitoring and Evaluation mechanisms
- b) Project Steering Committee**
- Proposal to have joint Project Steering Committee meeting for the WIOSAP and SAPPHIRE projects
 - Country representation in the Project Steering Committee should include the Focal Institution and the National Focal point
 - Nairobi Convention Secretariat to request for early nomination of representatives to the Project Steering Committee
 - It was suggested that there should be a brief meeting of the nominated project focal points to review relevant WIOSAP decisions with implications for SAPPHIRE. This could take place during the Nairobi Convention Focal Point's meeting in March 2018.
 - It was suggested that the first joint Project Steering Committee meeting could be held back to back with the Ninth Conference of Parties to the Nairobi Convention to be held between June-August 2018
- c) Management Arrangements at National Level**
- The national steering committees/ technical committees and working groups should serve both projects
 - It was proposed that the national projects managers to be recruited should serve both the WIOSAP and SAPPHIRE project and there needs to be an agreement by the two projects on the Terms of Reference before recruitment.
- d) Technical Coordination**
- The Scientific and Technical Advisory Panel (STAP) for the SAPPHIRE project could advise the Project Steering Committee.
 - There should be joint working groups (under STAP) on themes addressed by both projects e.g. MSP (regional and national levels as appropriate and including Technical Partners)
 - Development of joint workplans on cross-cutting thematic issues
- e) Demonstration projects/pilot sites**
- The selection criteria and process should be harmonised for both WIOSAP and SAPPHIRE projects
 - The criteria and process could be reviewed at the Nairobi Convention Focal Point's meeting in March. It was noted that WIOSAP has made progress in relation the selection criteria for demonstration projects.
- f) Monitoring and Evaluation**
- Reporting is more than progress on project implementation.
 - Reports should focus towards tracking impact and delivering on the global objectives of the Global Environment Facility.
- g) Longer Term Planning**
- Consideration of merging the WIOSAP and SAPPHIRE Strategic Action Programmes into an overall Strategic Action Plan for the Western Indian Ocean Large Marine Ecosystem area
 - There should be an indication of clear links between SAPPHIRE project and Nairobi Convention Work Programme
 - The Strategic Action Programme would need regular updating to take into account various emerging issues.

Plenary Discussions

24. Following the presentation of the outcomes of the SAPPHIRE Inception meeting and the WIOSAP PSC, there were intervention from participants seeking clarity and providing input to the presentations as outlined below:
- a) National management structure of the projects and the positions of the National Project Managers: it was suggested that this could be decided on a country basis depending on the needs and an analysis of the work load (demand driven). Countries with multiple demonstration projects for example could get a National Project Manager and a Demonstration Site Manager. This will also be determined by the budgetary provisions within the Project Documents. The SAPPHIRE Project Document on its own, for example, has no provision for a National Project Manager, only a Demonstration Manager, however, working together with WIOSAP offers the option of having a Manager in place to coordinate both Projects.
 - b) Demonstration Projects (writing of concept notes and full proposals): participants requested that capacity development could be provided for the countries that have lower capacity in proposal development.
 - c) Collaboration: It was suggested that once constituted, the Project Coordination Units for SAPPHIRE and WIO-SAP should devise a clear and practical arrangement of how joint working groups and joint work plans will operate and collaboration arrangements between the working groups, national project managers and the Nairobi Convention national focal points.
 - d) Co –financing: It was suggested that the partners who will be providing co-financing for the projects should review and update the co-financing to reflect their current commitment considering that the project documents were developed a while back and there may have been some changes in priorities and commitments. New partners were also encouraged to collaborate in providing co-financing for the projects.

Presentation of the Activities for WIOSAP and the Proposed Activities for SAPPHIRE for the period 2017-2018

25. Dr. Timothy Andrew and Ms. Lynnette Jackson, the two consultants tasked with the preparation of the documents for WIOSAP and SAPPHIRE respectively, presented the workplans for the period 2017-2018. The SAPPHIRE work plan has been discussed in Session 4 of this report. The summary of the WIO-SAP meeting (Session 7) outlines the workplan of the WIOSAP Project. However, some key considerations for WIO-SAP activities were elaborated by Dr. Andrew as follows:
- The endorsement by the PSC of the extension of the project timeframe to 2022 to allow a full 5-year implementation phase.
 - **Some activities have been ongoing in 2016 and 2017 e.g. Science-Policy forum in October 2016, the 3rd ICZM Protocol negotiations meeting in November 2016, the WIOSAP Inception Meeting, MSP training and technical meetings, Leadership training in Kenya and Tanzania, Marine Protected Areas baseline analysis.**
 - Some activities have not been initiated as anticipated and need to be shifted to 2018, with budgetary implications on annual budgets approved in the Project Document. In effect this will mean a reduced budget for 2017 and a proposed increased budget for 2018 and subsequent years.
 - Based on joint discussions with SAPPHIRE, some activities may need to be scheduled later than January 2018 t.
 - Joint PSC Meeting for SAPPHIRE and WIO-SAP scheduled for mid-year 2018 prior to the 9th Conference of Parties.

Plenary Discussions

26. Meeting participants reiterated the need to have a clear implementation strategy for the joint activities between WIOSAP and SAPPHIRE.
27. It was suggested that the SAPPHIRE Project should provide a tabulated work plan (like WIO-SAP) for ease of monitoring progress of activities.
28. There was a suggestion that the 1st Project Steering Committee meeting of the SAPPHIRE project and the Second Project Steering committee meeting of the WIOSAP project should have separate meetings initially to have more detailed discussions on the individual projects then this can be followed by the Joint PSC meeting for the two projects.

Stakeholder Discussion on Proposed activities for WIOSAP and SAPPHIRE for 2017-2018

29. IRD, WIO-C, UNEP-WCMC and IUCN all highlighted areas of collaboration as outlined in Session 5 of this report. Other partner presentations are highlighted in the section below.
30. Gina Bonne (Indian Ocean Commission) stated that the Biodiversity Project had previously supported its member Countries (including Kenya and Tanzania) in the development of the National State of the Coast Reports, National ICZM work plans, work on MPAs and the Ecosystem Based Management approach. The information from these efforts is available for use by SAPPHIRE and WIO-SAP. Ms. Bonne also discussed the Global Monitoring for Environment and Security in Africa (GMES-Africa) programme that is a joint initiative between the African Union Commission and the European Union and is being implemented by the African Union Commission through regional institutions such as the Mauritius Oceanography Institute. She also mentioned that GMES-Africa which aims at addressing the growing needs of African countries to access and use Earth Observation (EO) data in implementations of suitable development policies in the continent, could provide an avenue for knowledge exchange with the SAPPHIRE and WIOSAP projects. Several organizations are working on Marine Spatial Planning such as the Northern Mozambique Channel Initiative funded by the FFEM, the IOC working group on MSP; the Nairobi Convention should play a coordinating role and bring all these actors together to form a joint working group for MSP within the context of implementation of the SAPPHIRE and WIOSAP Projects.
31. The Institute of Marine Sciences of the University of Dar es Salaam (IMS), the Wild Ocean Trust South Africa, Wetlands International, the Global Programme of Action for the Protection of the Marine Environment from Land-Based Activities (GPA), the Nature Conservancy, Western Indian Ocean Marine Science Association (WIOMSA) and Council for Scientific and Industrial Research (CSIR) all gave options for collaboration with SAPPHIRE and WIOSAP that will be followed up by the Nairobi Convention Secretariat. The Secretariat would request partners to send an update of the projects that they are currently involved in so that these can be included in the stakeholder situational analysis.

Plenary Session and Closing of the Meeting

32. The Chair of the meeting thanked the partners for the information they contributed. A few points were raised in the plenary discussion including the need for a data sharing mechanism between the partners and the Nairobi Convention who would then make the data available for the countries to access at a national level through the Focal Points. The sharing of information would also eliminate the duplication of effort.
33. On the way forward, Akiko Yamamoto, while thanking participants for their useful inputs, noted that the points raised during the meeting would be considered when conducting the inception activities and synthesized into concrete discussion points for the meeting of the Project Focal points, planned

ANNEX 2: PROVISIONAL AGENDA FOR FIRST MEETING OF THE PROJECT STEERING COMMITTEE FOR THE WIOSAP PROJECT

First Project Steering Committee meeting for Implementation of the Strategic Action Programme for the protection of the Western Indian Ocean from land-based source and activities (WIOSAP) project

Date: 16 - 17 November, 2017

AVANI Seychelles Barbarons Resort & Spa, Seychelles

PROVISIONAL AGENDA

TIME	ACTIVITY	RESPONSIBLE
DAY ONE Thursday 16 November 2017		
08:30 – 9:00	Registration of Participants	
Session 1: Joint Official Opening of the 1st Project Steering Committee Meeting and SAPPHIRE Inception Workshop		
9:00 – 10:00	Welcoming Address and Opening Remarks <ul style="list-style-type: none"> • Head, Nairobi Convention Secretariat • United Nations Development Programme • United Nations Environment Programme • Representative, the Government of Seychelles 	Nairobi Convention Secretariat
10:00 – 10:30	Election of a Chairperson (Adoption of the Agenda)	Representative of Host Government will chair the session Nairobi Convention Secretariat
10:30 – 10:45	Coffee/Tea Break (after the joint session 2)	
10:45 – 11:45	Joint Session 2: Project overview and background <ul style="list-style-type: none"> • Overview of the WIOSAP and SAPPHIRE project 	Nairobi Convention Secretariat
11:45 – 13.00	Session 3 WIOSAP: Project Management Mechanisms & Terms of Reference for Project Steering Committee <ul style="list-style-type: none"> • Project management mechanisms, Reporting arrangements and administrative bodies • Terms of Reference for the Project Steering Committee • Partnerships and co-financing (reaffirm) 	Nairobi Convention Secretariat Tim Andrew
13.00 – 14.00	Lunch Break	
14.00 – 15.30	Session 4: Project Work programme and budget <ul style="list-style-type: none"> • Overall project workplan including workplan for Dec 2017-Dec 2018 	Nairobi Convention Secretariat Levis Kavagi/ Theuri Mwangi

	<ul style="list-style-type: none"> • Implementation of Component Activities • Overall project budget including budget for Dec 2017-Dec 2018 • Partner Interventions 	
15.30 – 16.00	Session 5: Project oversight monitoring and evaluation	Nairobi Convention Secretariat Yegor
16.00 – 16.15	Coffee/Tea Break	
16.15 – 17.30	Session 6: Country status reports <ul style="list-style-type: none"> • Status and readiness in project implementation at national level/Demo Projects 	Nairobi Convention Contracting Parties
17.30	Closure of meeting/Summary	
END OF DAY 1		
Day TWO Friday 17 November 2017 JOINT WIOSAP PROJECT STEERING COMMITTEE AND SAPPHIRE INCEPTION MEETING		
9:00 – 9:20	Session 7: Summary of WIOSAP First Project Steering Committee meeting	Nairobi Convention
9.20 – 9.40	Session 8: Summary of SAPPHIRE Inception meeting	Nairobi Convention/UNDP
9.40 – 10:00	Coffee/Tea Break	
10:00 – 10.30	Session 9: Presentation of Activities for WIOSAP for the period 2017-2018	Nairobi Convention
10.30 -11.30	Session 10: Presentation of Proposed activities for SAPPHIRE for the period 2017-2018	UNDP
11.30 – 12.00	Plenary	UNDP and Nairobi Convention
12.00 – 12.30	Session 11: Stakeholder Discussion on Proposed activities for WIOSAP and SAPPHIRE for 2017-2018	All Co-financing institutions
12:30 – 13:00	Plenary Session and Closing of the Meeting	Nairobi Convention/UNDP
13:00 – 14:00	Lunch Break	
END OF DAY 2		

ANNEX 3: LIST OF PARTICIPANTS

COMOROS	1. Mr. Ambadi Issouf Miradji Expert - Développement durable représentant du Point Focal National de la Convention Email: ambadi_issouf@yahoo.fr
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SOMALIA	20. Mr. Mohammed Mukhtar Mohammed Adviser of Minister of Fisheries and Marine Resources Email: mtaarey@gmail.com
SOUTH AFRICA	21. Mr. Yamkela Mngxe Department of Environmental Affairs – Ocean and Coasts Branch Email: YMngxe@environment.gov.za
SEYCHELLES	22. Mr. Alain de Comarmond Environment Department- Ministry of Environment, Energy and Climate Change Email: adecomarmond@gov.sc
SEYCHELLES	23. Ms. Nannete Laure Minister of Environment, Energy and Climate Change Seychelles. Email: n.laure@env.gov.sc
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