

## Annotated Agenda

### **Special and Final Meeting of the CLME+ Project Steering Committee:**

#### **Finalization and Opening for Signature of the**

#### **Coordination Mechanism Memorandum of Understanding**

**11 - 12 October, 2021**

**Convened Virtually**

1. The CLME+ Project Steering Committee, at its Third and last Regular Meeting convened virtually from 23-25 February 2021, requested the CLME+ Project Coordination Unit (PCU), through **Decision 6 under its Agenda Item 4** *“to convene a special Meeting of the CLME+ Project Steering Committee with the aim of achieving finalization and opening for signature of the Coordination Mechanism Memorandum of Understanding before the end of June 2021”*, and encouraged prospective Signatories (i.e. States and Territories, and Inter-Governmental Organizations listed in the [proposed Annex 1](#) of the draft MOU) to adequately prepare for said Meeting. [\(kindly click here for the full set of PSC Recommendations and Decisions from the February Meeting\)](#).

2. This Special Steering Committee Meeting of the UNDP/GEF Project *“Catalysing Implementation of the Strategic Action Programme for the Sustainable Management of shared Living Marine Resources in the Caribbean and North Brazil Shelf Large Marine Ecosystems”* (CLME+) was scheduled to take place virtually on 28-29 June 2021, but was postponed to allow additional time for States, Territories and Inter-governmental Organisations to submit any comments/recommendations related to the (legal) review of the Draft Coordination Mechanism MoU.

3. The Special Steering Committee Meeting is now being convened virtually via the *“Congress Rental Network”* teleconferencing platform from 11-12 October, 2021.

4. As per its [Rules and Procedures](#), the Steering Committee provides strategic policy and management direction for the Project. Further, as articulated in the CLME+ [National Focal Point Terms of Reference](#), National Focal Points are expected to **“actively prepare for, attend<sup>[1]</sup>, participate/communicate and make decisions on behalf of their country at the CLME+ Project Steering Committee (PSC) Meetings”**

5. In alignment with the aforementioned Project Steering Committee decision, this highly important Meeting is being convened to:

- Address any remaining (legal) comments received on the draft Coordination Mechanism MoU text
- Pursue finalization and adoption of the Coordination Mechanism MoU, and open the MoU for signature

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- Review and where necessary revise the roadmap towards the operationalisation of the Coordination Mechanism MoU

## **AGENDA ITEM 1: WELCOME AND OPENING REMARKS**

The virtual CLME+ Project Steering Committee Meeting opens on Monday, 11 October 2021, at 9:00am Colombia time via the *Congress Rental Network* Platform. Opening statements are made by the Project Steering Committee Chair, representatives from UNDP, UNOPS, and the CLME+ Project Coordination Unit.

## **AGENDA ITEM 2: ADOPTION OF AGENDA**

The Meeting considers the Provisional Agenda that has been circulated by the CLME+ Project Coordination Unit and introduces such changes as it deems appropriate.

*Action: The Chair invites the Meeting to: (a) note any amendments proposed to the Agenda; and (b) adopt the Agenda as presented or amended by having two PSC members move to adopt the agenda.*

## **AGENDA ITEM 3: COORDINATION MECHANISM**

### **SUB AGENDA ITEM 3a: OVERVIEW OF APPROACH ADOPTED SINCE LAST PSC MEETING TOWARDS GATHERING AND COMPILING COMMENTS ON THE DRAFT MOU**

The CLME+ Project Coordination Unit shares with the Meeting a summary of the approach utilised, since the February 2021 Steering Committee meeting where the Coordination Mechanism draft MoU text was technically adopted, in facilitating the legal review of the MoU by States, Territories and Inter-Governmental Organisations, and in gathering, compiling and, where appropriate, proposing possible solutions for the received comments on the draft MoU.

*Action: The Chair invites the Steering Committee to note the overview provided by the Project Coordination Unit in relation to obtaining legal input on the draft MoU.*

### **SUB AGENDA ITEM 3b: OVERVIEW AND STATUS OF COMMENTS RECEIVED ON THE DRAFT MOU TEXT**

The Project Coordination Unit shares an overview of the comments received from States, Territories and Inter-Governmental Organisations on the draft MoU with the Meeting, including the status of the comments received.

*Action: The Chair invites the Meeting to acknowledge the (status of) comments on the draft MoU text.*

### **SUB AGENDA ITEM 3c: ADDRESSING REMAINING COMMENTS**

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The Meeting considers proposals for addressing remaining comments/suggestions on the draft Coordination Mechanism MoU and associated Annex. The Project Coordination Unit facilitates the discussion on any outstanding concerns and/or queries with the aim of achieving finalization and opening for signature of the MoU text by the Steering Committee.

Action: The Chair invites the Meeting to: (a) note the proposals and/or recommendations presented by the Project Coordination Unit; and (b) agree on text to resolve any remaining issues in relation to the Coordination Mechanism MoU and associated Annex.

#### **SUB AGENDA ITEM 3d: OTHER REQUIREMENTS FOR FINALIZING THE MOU**

The Meeting considers any other matters linked to the MoU text, such as a proposed name for the Coordination Mechanism which prospective Parties to the MoU may wish to already agree on and include in the finalized MoU.

Action: The Chair invites the Meeting to acknowledge/endorse/agree to including any final amendments to the text of the Coordination Mechanism MoU.

#### **SUB AGENDA ITEM 3e: FINALISATION OF MOU AND ANNEX**

Action: The Chair invites the Meeting to consider adopting the revised Coordination Mechanism Memorandum of Understanding text as “final and open for signatures”.

#### **SUB AGENDA ITEM 3f: OPERATIONALISATION OF THE COORDINATION MECHANISM: NEXT STEPS/TIMELINE**

The CLME+ Project Coordination Unit shares the timeline and roadmap for the operationalization of the Coordination Mechanism as endorsed at the February 2021 Project Steering Committee Meeting; the Steering Committee may propose any amendments to this timeline and roadmap as deemed necessary or beneficial.

Action: The Chair invites the Meeting to: (a) note the previously endorsed timeline and roadmap towards the operationalisation of the Coordination Mechanism; and/or (b) endorse any amendments to the timeline and roadmap, if and as applicable.

#### **AGENDA ITEM 4: ANY OTHER BUSINESS**

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The Meeting participants are invited to bring to the attention of the Steering Committee additional matters deemed important for the consideration of the Meeting.

Action: The Chair invites the Project Steering Committee to note the various interventions and decide on appropriate actions.

#### **SUB AGENDA ITEM 5a: ADOPTION OF MEETING RECOMMENDATIONS AND DECISIONS**

The Meeting is presented with the draft Meeting Recommendations and Decisions for its review and adoption. Amendments and/or corrections are addressed as appropriate.

Action: The Chair invites the Rapporteur to present the draft Recommendations and Decisions, and then invites the Meeting to adopt Recommendations and Decisions with amendments and corrections as appropriate.

#### **SUB AGENDA ITEM 5b: ADOPTION OF THE MOU AND FORMAL OPENING FOR SIGNATURE (AS APPLICABLE).**

Action: The Meeting is invited to adopt the MoU and formally open the MoU for signature.

#### **AGENDA ITEM 6: MEETING CLOSURE**

Upon the conclusion of the preceding Agenda Items, the meeting is brought to a close with statements by the Chairperson of the Meeting, UNDP Regional Technical Advisor and the Regional Project Coordinator of the CLME+ Project.

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