

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	Nairobi Convention Secretariat

	<ul style="list-style-type: none"> Overall project workplan including workplan for Dec 2017-Dec 2018 Implementation of Component Activities Overall project budget including budget for Dec 2017-Dec 2018 Partner Interventions 	Levis Kavagi/ Theuri Mwangi
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		