

Annex 8: Project Dissemination Plan



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Dissemination Plan

Improving Environmental Monitoring in the Black Sea project



Project Activity 8: *Dissemination of Knowledge and Best Practices, Public Awareness and Visibility*

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1. Introduction

This dissemination plan presents an outline of strategy for the EMBLAS project on dissemination of project results, communication and coordination with partners and stakeholders, as well as for the increase of public awareness on the Black Sea monitoring and environmental problems.

In the EMBLAS project there are 8 project activities, aimed to improve availability and quality of data on chemical and biological status of the Black Sea, as well as to improve ability of Georgia, Russia and Ukraine to perform marine environmental monitoring along EU Marine Strategy Framework Directive (MSFD) principles. Majority of the activities include different components, which will increase awareness and wider participation of all stakeholders in monitoring and conservation of Black Sea, and raise awareness of wider public in these aspects. Multiple stakeholders, relevant national and regional organizations from Black Sea region and NGOs will be involved in project implementation and participate in discussions, workshops or other events. Planned awareness and dissemination project components will not only effectively disseminate project results, but also facilitate collaboration among organizations at national and international levels.

2. List of activities

1. Creation and maintenance of the project web-site
2. Consultations and other meetings (national stakeholder workshops, trainings, etc.)
3. Dissemination of project results to strengthen visibility of the Project efforts
4. Raising (public) awareness on the present state of the Black Sea environment and monitoring and on looking for solutions to base environment protection on sound knowledge
5. Cooperation with partner organizations, international institutions and other projects

2.1 Web page of the project

The first EMBLAS project web-page has been created on the UNDP Ukraine web-site. This web-page contains brief information on the project as well as the EMBLAS Inception Report. The Link for the web-page on the UNDP web-site is:

http://www.ua.undp.org/content/ukraine/en/home/operations/projects/environment_and_energy/project_sample121.html

In addition, an independent web-site of the EMBLAS project has been created, which provides with much more possibilities not only to present and disseminate project information (news, reports etc.), but it includes also Intranet to facilitate information exchange between Project Partners and preparation of project reports/publications. The EMBLAS web-site is at: <http://emblasproject.org/>.

The project website will be further nourished with additional information,

2.2 Consultation and other meetings

Consultation meetings planned in the EMBLAS project has started with Inception Workshop, which allowed donors, project partners and project management team to discuss and agree detail plan of project implementation, including role of each partners, taking into account results of former projects realized in Black Sea region, collaboration with other similar projects or initiatives (MISIS, PERSEUS, COCONET and others).

Other type of the key stakeholders event is Steering Committee (SC) Meetings. First SC meeting has been conducted back to back with the Inception Workshop. The 2nd meeting is planned in September 2014, back to back with the Inception meeting of the EMBLAS II (2nd phase of the

project). The timing of further SC meetings will be agreed by the Steering Committee at its meetings.

The Steering Committee of the project is established in order to provide general guidance on the project management and coordination, and to facilitate the implementation of the project. In its activities, the Committee follows the Description of Action (DoA) & UNDP Project Document as well as other EC requirements and UNDP procedures. The Committee includes the Commissioners of Georgia, Russia and Ukraine in the Commission on the Protection of the Black Sea Against Pollution (BSC), National Focal Points for the project, nominated by the Commissioners afore mentioned, BSC Permanent Secretariat Executive Director, and managers in charge of the project for the European Commission and UNDP (Bratislava regional and country offices in the project beneficiary countries). Project partners, representatives of national and other international agencies and projects shall be invited as observers, depending on the need to coordinate project activities and outputs.

To increase the visibility of the project several meetings with stakeholders (national stakeholder workshops in each of the beneficiary countries) will be conducted as needed during the project implementation.

2.3 Dissemination of project results, visibility of Project efforts

The dissemination of the project results shall be done mainly through the project web-site and through 10 partner organizations of the project. Relevant documents will be sent to the appropriate ministries of beneficiary countries, Black Sea Commission and other international institutions. During implementation of the project activities a wide range of stakeholders will be informed on the project and participate in it. Partner-projects will be also used in the dissemination process (their webpages and networks). Project activities where results will be widely disseminated are the following:

PA1) Questionnaires on "Monitoring/Data management/assessment tools" preparation. They are not only an important tool for collecting necessary information, but for communication with all key stakeholders of the project. Questionnaires have been sent to a large number of stakeholders inviting them to help assessing the existing national and regional monitoring systems. Final result of PA1 is a Diagnostic Report with findings and recommendations for revision of national and regional monitoring systems, and for improvements in data availability and data management tools. The wide distribution of the Report in the Black Sea region is expected to raise awareness on the existing problems and stimulate measures to tackle them.

PA2) List of Compliance Indicators and Water Quality (WQ) / Good Environmental Status (GES) Classification Methodology will be developed and disseminated. Preparations will be based on extensive communications with partner organizations and other stakeholders. It is also planned to conduct workshop (back to back with a BSC PMA and CBD AGs meeting) to discuss the proposed indicators, WQ Methodology and the Revised Monitoring Programmes, prepared under PA3.

PA3) Draft of revised monitoring programmes and electronic publication of regional guidelines (biological monitoring) will be prepared based on wide consultations/involvement of stakeholders and promoted to broad audience of specialists and organizations involved in Black Sea monitoring.

PA4) Preparation of a Questionnaire on the availability and needs in monitoring infrastructure, vessels and equipment and on needs in capacity building. The document has been developed and communicated with stakeholders to collect necessary information. As a result of it Assessment on the availability and needs in infrastructure/vessels/equipment and Assessment of the needs in training will be prepared and widely distributed with the aim to better use/share the existing capacities in the region and promote their development.

PA5) Within PA5 training programme on monitoring and appropriate training materials will be developed. The latter will be used for conducting of trainings. The Training Programme will be

distributed to relevant organizations stimulating them to use it as a roadmap in capacity building. EMBLAS also will support participation of partner organizations in the trainings conducted by other projects and working visits to accredited laboratories. Standard Operational Procedures (SOPs), Quality Assurance/Quality Control (QA/OC) and Data Quality Control (DQC) guidelines will be also important project outputs disseminated among stakeholders. Planned workshop on harmonization of chemical methods of monitoring will provide with possibility to discuss gaps and priority needs in harmonization and deliver project findings to users.

PA6) Methodology for Joint Surveys developed in the project will be important basis for future collaboration in the Black Sea monitoring at national and international levels and it will be also important for the Joint Surveys planned in the second phase of the project. Preparation of the methodology will need general cooperation with the projects MISIS, PERSEUS and COCONET that will ensure broad dissemination of project results.

PA7) Main results of PA7 will be a Prototype of a Web-based Water Quality database and manual on its use and nourishing.. This Web-based database will serve as a powerful tool for monitoring data accumulation, but also delivering of project results to stakeholders and broader audience. Beside this, Concept for the long-term maintenance of the Black Sea Information System (BSIS) and interaction between the Central WQ Database and other BS regional data management infrastructures (under EmodNET, SeaDataNet), as well as interoperability with Wise-Marine and SEIS, will be developed and disseminated at both national and international levels.

Preparation of different information materials targeting general public will ensure visibility of the project at the level of local communities, NGOs and educational institutions.

Visibility of the project efforts will be also reached through the different project reports and planning documents:

- Inception report
- Progress reports – each 6 months
- Interim report (on the 1st year activities)
- Final report
- Exit Strategy

2.4 Raising (public) awareness on the present state of the Black Sea environment and monitoring

In implementation of EMBLAS project a number of stakeholders shall be identified, such as NGOs, education institutions and others, which are not professionally involved in the Black Sea mandatory monitoring, but would be important for its support and promotion. These stakeholders may also join in some areas of the monitoring process, available for public participation (public network on accidents related to Black Sea pollution, counts of some animal taxonomic groups/species etc.) or educate future monitoring specialists, etc.

Raising public awareness will be achieved through the following activities:

- participation of NGOs and educational institutions in workshops conducted by the project;
- participation in appropriate project monitoring trainings and dissemination of information on training opportunities provided by other projects;
- presentations on the project prepared for different events;
- press releases published in mass-media and on the project web-page;
- joint events organized back to back with Black Sea Day, World Water Day and others;

- project newsletter at the end of each year produced and published electronically;
- preparation and dissemination of a brochure on the project outcomes;
- project reports and other deliverables accessible at the project web-site.

2.5 Cooperation with partner organizations, international institutions and other projects

Already at the preparatory stage of the project 10 national and international organizations have been identified as the EMBLAS project partners :

1. Marine Hydrophysical Institute, Ukrainian Academy of Science – MHI (Ukraine),
2. Odessa National University I.I.Mechnikov (Ukraine);
3. Ukrainian Scientific Center of Ecology of the Sea (UkrSCES, Odessa, Ukraine);
4. A.O.Kovalevskiy Institute of Biology of Southern Seas (IBSS) (Sevastopol,, Ukraine)
5. Odessa Branch, Institute of Biology of the Southern Seas, National Academy of Sciences of Ukraine (IBSS),(Ukraine)
6. Iv.Javakhishvili Tbilisi State University – TSU (Georgia),
7. National Environmental Agency “Black Sea Monitoring Center” – NEA (Batumi, Georgia);
8. State Oceanographic Institute -SOI (Russia),
9. P.P.Shirshov Institute of Oceanology Russian Academy of Sciences - SIO-RAS (Russia),
10. Permanent Secretariat of the Black Sea Commission - BSC PS (intl.).

The project implementation is based on the strong involvement of all partner organizations. From the very beginning they are taking part in the project planning process and carry responsibilities for the preparation of project deliverables. In each project activity several partner organizations are directly involved, where one of them plays a leading role. Partner organizations will bring their experience and put efforts in achieving projects results, including dissemination.

Moreover, involvement of project partners will ensure long-term sustainability of the project results, through using the project outcomes (revised monitoring programmes, manuals and guidelines, databases etc.) in their daily work.

Cooperation with international institutions is also crucial part of the project implementation approach since the overall project objective is harmonized and improved Black Sea monitoring as a whole. The most important international institutions for EMBLAS are the Black Sea Commission (BSC) and EC (represented by DG Devco, DG Environment, DG Mare, EEA, MSDP Task Groups, etc.). BSC is involved in the project activities implementation through its Permanent Secretariat, but also as a member of the project Steering Committee and takes part in the project planning and evaluation. EMBLAS supports the BSC Work Plan implementation. The BSC will facilitate the promotion of the project outcomes so that they could contribute to the improvement of Black Sea environmental management and adoption of new policy documents at national and regional level where necessary. EC institutions will ensure the harmonization of EMBLAS project approaches/achievements with EU principles and requirements.

One of the EMBLAS project implementation principles is coordination of activities with other initiatives in the region, primarily with those operating under on-going EC projects and in the framework of both BSC and UNDP actions. At practical level this coordination will be realised in the followings directions:

- participation of the other projects representatives in the EMBLAS Steering Committee meetings as observers (MISIS, SEIS and others);

- using experience of other projects and results for EMBLAS successful implementation, including involvement of other projects representatives in EMBLAS activities (for example PA1, PA6, PA7);
- dissemination information on other projects among EMBLAS stakeholders (for example their summer schools, workshops, deliverables), support participation of stakeholders in the trainings of other projects and working visits to accredited laboratories;
- participation in meeting/ events organized by other projects or international projects coordination meetings;
- dissemination all project outputs among appropriate projects in the region.

3. Expected Results

1. Well organised and regularly updated project webpage(s)
2. Project ownership developed
3. Collaboration with stakeholders/partner organizations developed
4. Project visibility developed
5. Public awareness raised
6. Knowledge and information on project outcomes widely disseminated

3.1 Well organised and regularly updated project webpages

Information on the project web-page www.emblasproject.org will be regularly updated by project staff and relevant project partners, based on results of project implementation and appropriate information from partner organizations, international institutions involved in the project (Black Sea Commission, EC DG Environment, etc.) and similar projects cooperating with EMBLAS.

Additional web-page, with brief information about the project, located on the UNDP Ukraine web-site has been developed and it will be further regularly updated..

3.2 Project ownership developed

Project results will be achieved and outputs of the project will be disseminated in close cooperation with environmental ministries and other national authorities having the responsibilities in the area of Black Sea monitoring, and the Black Sea Commission. Project partner organizations will be using the project outcomes in their daily activities. Such involvement in the project will be the basis for the project long-term sustainability, improvements in the Black Sea monitoring and protection/recovery of its ecosystem.

3.3 Collaboration with stakeholders/partner organizations developed

As mentioned above, ten project partners (national and international level) are involved in implementation of all EMBLAS projects activities. Collaboration with environmental ministries of the beneficiary countries is based on their participation in the project Steering Committee and through National Focal Points of the project nominated by the ministries. Strong collaboration with international institutions (Black Sea Commission, EC institutions) and projects will be realized through their participation in Steering Committee of the project and involvement and cooperation in some project activities. Other national and international stakeholders are involved through responding to the Questionnaires and follow-up activities.

3.4 Project visibility developed

Visibility of the project follows the Joint Visibility Guidelines for EC-UN Actions in the field, (http://ec.europa.eu/europeaid/work/procedures/financing/international_organisations/other_documents_related_united_nations/index_en.htm). A number of visibility products will be designed (newsletters, brochure, press-releases, templates for project reports, logo, abbreviation, etc.). In addition a number of visibility actions will be undertaken, such as press conferences organized at the occasion of national stakeholder workshops or other important project events, interviews, etc.

3.5 Public awareness raised

Despite quite narrow topic of the EMBLAS project – improving of the Black Sea monitoring, public awareness will be raised through different types of activities listed at 2.4. Awareness activities will cover different segments of target populations and will be carried out in collaboration with partner organizations and NGOs. Attention will be paid not only to raising public awareness on importance and needs of monitoring, but also on possibilities of public involvement in some areas of Black Sea monitoring. Dissemination of project outputs (reports, manuals, guidelines etc.) will ensure project visibility and awareness on project among professional organizations involved in monitoring – research institutes, universities, protected areas etc., as well as national and international institutions responsible for nature management and conservations – ministries, environmental inspections, commissions etc. Awareness on the project and its activities of broader audience– NGOs, local communities and general public – will be reached through newsletters, brochure, press-releases and participation in different workshops and events.

3.6 Knowledge and information on project outcomes widely disseminated

The knowledge and information on the project outcomes will be disseminated through regularly updated project web-site, by presentations at different workshops and meetings conducted by EMBLAS or other projects, project newsletters and brochure, as described in sections 2.1, 2.2, 2.3, 2.4, involving also project partners and relevant ministries.

4. Planning of the Activities

Activity	MONTH																							
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Development of dissemination plan, identification of End-User Core Group																								
Web-pages of the project																								
Consultation and other meetings																								
Dissemination of project results, visibility of Project efforts																								
Raising (public) awareness on the present state of the Black Sea monitoring																								
Cooperation with partner organizations, international institutions and other projects																								

N	Activities to attain the objective of the strategy	Methodology, Approaches, and Tools	Media	Planning and Implementation	Responsible organization
1	Development of dissemination plan, identification of End-User Core Group	Concept development by UNDP and reviewing by partners	Emails and Inception Workshop	M5, M6	UNDP
2	Web-pages of the project, regular updates	The webpage shall be developed as a standalone website on UNDP Europe and the CIS Bratislava Regional Centre. Also brief information on the project will be at special web-page of UNDP Ukraine web-site	Internet	M7 – M24	UNDP
3	Consultation and other meetings	Meeting concept, predefined agenda and open discussions.	Emails, oral presentations, public meetings	M6, M10, M12, M22, M24	UNDP
4	Dissemination of project results, visibility of Project efforts	Defined templates, webpage, events	Emails, Internet, oral presentations, public meetings	M7- M24	UNDP
5	Raising (public) awareness on the present state of the Black Sea monitoring	Stakeholders involvement and informing, prepared printed and electronic materials webpage, events	Emails, Internet, printed publications, public meetings/events	M7- M24	UNDP
6	Cooperation with partner organizations, international institutions and other project	Involvement partners in project planning and implementation, participation in events organized by partners, using partners experience and results	Emails, Internet, invitations to meetings	M1-M24	UNDP

5. List of National Stakeholders

NATIONAL STAKEHOLDERS of GEORGIA						
N	NAME	POSTAL ADDRESS	PHONE	MAIL	WEB	CONTACT PERSON
MINISTRIES						
1.	Ministry of Environment and Natural Resources Protection of Georgia	6, Gulua str., Tbilisi, 0114, Georgia	(995 32) 272 72 26	m.makarova@moe.gov.ge	moe.gov.ge	Mariam Makarova
2.	Ministry of Economy and Sustainable Development of Georgia	12 Chanturia Str., Tbilisi, 0108, Georgia	(995 32) 299 11 11 (995 32) 299 11 05	ministry@economy.ge	www.economy.gov.ge	
3.	Ajara AR Environmental and Natural Resources Department	124 Vakhtang Gorgasali str. Batumi 6010, Georgia	(995)577252928	khukhunaishvili3@mail.ru	garemo-adjara.gov.ge	Nana Khukhunaishvili
4.	Ministry of Labor Health and Social Affairs of Georgia	44, Ak. Tsereteli Ave. Tbilisi 0119, Georgia	(995 32) 2 51 00 12	info@moh.gov.ge	moh.gov.ge	
5.	Ministry of Agriculture of Georgia	6 Marshal Gelovani Str., Tbilisi, 0159, Georgia	(995 32) 237 66 89	infomoa@moa.gov.ge	moa.gov.ge	
MUNICIPALITIES						
6.	Batumi City Hall Supervisory Service, Department of Supervision of Environment and Sanitation	L. Asatiani str N25, 6010, Batumi, Georgia	(995)577302606	nugzari73@mail.ru	http://batumi.ge/en	Nugzar Tsetskhladze
7.	Poti Self Governing Territorial Body, Inland section	12 Agmashenebeli str, Poti, 0044, Georgia	(995)597822000	poti.info@gmail.com	http://www.poticity.ge/index.html	ZanaKankia
8.	Poti, Municipality Nabada	24 Khobi str. Poti, 0044, Georgia	(995)593444271	nabada.poti@mail.ru	http://www.poticity.ge/index.html	RusudanSajaia
9.	Poti Self Governing Public Health Centre	12 Agmashenebeli str, Poti, 0044, Georgia	(995)599494092	nkukhia@mail.ru	http://www.poticity.ge/index.html	Nana Mkheidze
10.	Poti Self Governing Territorial Body, Maltakva section	59, Guria str., Poti, 0044, Georgia	(995)555571438	maltakva.poti@mail.ru	http://www.poticity.ge/index.html	EkaterineJabua
RESEARCH INSTITUTES						
11.	Water Ecology and Fisheries Scientific-research Institute	Batumi, Rustaveli 51, 6000	(995)599570503	wefri2006@yahoo.com	www.wefri.ge	Akaki Komakhidze
12.	N. Makhviladze Labor Medicine and Ecology Scientific-Research Institute	60, Agmashenebeli str., Tbilisi, 0107, Georgia	(995)595769843	ingagvineria@yahoo.com		Inga Gvineria
UNIVERSITIES						
13.	Sh.Rustaveli Batumi State University.	Georgia, Batumi, Ninoshvili str. 35, 6010	(995)577141062	gdumbadze@mail.ru	http://www.bsu.edu.ge/	Guguli Dumbadze
14.	Agricultural University of Georgia	University Campus of Dighomi, David Aghmashenebeli Alley / 13 km	(995) 599 906592	e.jaiani@agrundi.edu.ge	www.agrundi.edu.ge	EkaJaiani

NATIONAL STAKEHOLDERS of GEORGIA						
N	NAME	POSTAL ADDRESS	PHONE	MAIL	WEB	CONTACT PERSON
15.	Ilia State University	KakutsaCholokashvili Ave 3/5 Tbilisi 0162, GEORGIA	(+995 32) 223 10 26 (+995 32) 229 41 97	info@iliauni.edu.ge	www.iliauni.edu.ge	BelaJaphoshvili
16.	Tbilisi State University	1, Chavchavdze Ave., 0179 Tbilisi, Georgia				Kakhaber Bilashvili
GOVERNMENTAL AGENCIES						
17.	National Environmental Agency	150, Aghmashenebeli Ave. ,0112 Tbilisi, Georgia	(5 99) 69 96 03	m.arabidze@yahoo.com	meteo.gov.ge	Marine Arabidze
18.	Maritime Transport Agency	23, Ninoshvili str., Batumi, 6000, Georgia	+995 (422) 274925 / 26	info@mta.gov.ge	http://mta.gov.ge	
19.	Kolkheti National Park		(995)558468098 (995)577101837	khatuna78@mail.ru	apa.gov.ge	Manana Chikovani
NGOs, FOUNDATIONS, SOCIETIES						
20.	REC Caucasus	150, Aghmashenebeli Ave. , 7th floor 0112 Tbilisi, Georgia	Tel: +995 32 2253649/ +995 32 2253648	info@rec-caucasus.org	www.rec-caucasus.org	Sophie Akhobadze
21.	Society of Conservation of wild Nature "Chaobi"	Khevachauri , Ortabatumi, Georgia	(995)593303957	izo.muho@gmx.net		Izolda Machutadze
22.	Scientific Centre of Study of the Black Sea Flora and Fauna		(995)557175155	ggurandukht@gmail.com	www.parkbatumi.ge	Guranda Bagrationi
23.	Georgian Ecological and Biological Monitoring Association		(995)599426003	biomonitoring@gmx.com		Manana Juruli
24.	Greens Movement of Georgia, Poti Branch	19, Batumi str., Poti, Georgia	(995)599610689	info@greens.ge	www.greens.ge	Paata Qiria
25.	Greens Movement of Georgia/Friend of Earth	10 Pekini str, 0171, Tbilisi, Georgia	(995)599514071	nino.chkhabadze@gmail.com	www.greens.ge	Nino Chkhobadze
26.	International Centre for Environmental Researches		(995)599246287	ICFER@ICFER.org	www.icfer.org	GiaAbramia
27.	Global Water Partnership in Georgia		(995)599547931	dgeorge@yandex.ru	www.gwp.org	George Dzamukashvili
28.	Foundation Caucasus Environment		5 99652707	mdevidze@caucasus.net		Manana Devidze
PRIVATE COMPANIES						
29.	Ltd. Laboratory Research Centre, Poti		(995)599506162	kvleviscentri@mail.ru		Gia Rukhadze
30.	Agribusiness Consulting		(995)599503330	abc@abcgroupp.ge	www.abcgroupp.ge	Besarion Partsvania
31.	Scientific-Research Firm "Gamma"		(995 32) 233 02 74	gamma@gamma.ge	www.gamma.ge	Gvakharia
32.	Batumi Sea Port Ltd.	3, Gogebashvili str. Batumi 6003, Georgia	+995 (422) 27-62-61	info@batumiport.com	http://www.batumiport.com	
33.	Kulevi Sea Port	Kulevi, Khobi, 5800, Georgia	+995 32 224 38 38	info@bst.socar	http://www.kulevioilterminal.com/	

NATIONAL STAKEHOLDERS of RUSSIA

N	NAME	POSTAL ADDRESS	PHONE	MAIL	WEB	CONTACT PERSON
1	MINISTRIES					
	Ministry of Natural Resources and Environment of the Russian Federation Black+Azov	4/6, Bolshaya Gruzinskaya str., 123995 Moscow, Russia	+7 (499) 254-48-00 Fax: +7(499) 254-43-10, +7 (499) 254-66-10,	admin@cbi-mpr.ru	http://www.mnr.gov.ru	Tretjakova Natalia Borisovna +7-499-254-79-47, nataliat@mnr.gov.ru
	Ministry of Agriculture / Black+Azov	Orlikov Lane 1/11, 107139, Moscow, Russia	+7 (495) 607-80-00, 607-64-02, fax +7 (495) 607-83-62	info@mcx.ru	http://www.mcx.ru/	Minister Nikolai Fyodorov
	Federal Agency for Fishery of Ministry of Agriculture (Rosrybolovstvo) / Black+Azov	Rozdestvensky boulevard 12, 107996 Moscow, Russia	+7 (495) 628 23 20, fax +7 (495) 987 05 54	harbour@fishcom.ru	http://www.fish.gov.ru/	Head Kraynyi Andrey Anatolyevich
	Ministry of Healthcare / Black+Azov	Rakhmanovsky Lane 3, 127994, GSP-4, Moscow, Russia	+7 (495) 628-44-53, +7 (495) 627-29-44		https://www.rosminzdrav.ru	Minister Veronika Skvortsova
	Federal Agency of Marine and River Transport of Mintrans / Black+Azov	Petrovka 3/6, 125993, Moscow, Russia	Tel +7 (495) 626-11-00 Fax +7 (495) 626-15-62		http://www.morflot.ru	
2	MUNICIPALITIES					
	Branch of Federal State Enterprise "Marine port Sochi Administration"	Voykov street 1, 354000 Sochi, Krasnodar region, Russian Federation	Tel./fax: (8622) 62-18-89, 62-02-15;	map@sochi.ru	http://www.ampsochi.ru	Marine Safety Service of "Marine port Sochi Administration" (8622) 60-98-09, (8622) 60-98-50
	Tuapse Port Authorities of the Ministry of Transport of Russia	8, Gorky Street, Tuapse 352800, Russia	Tel.: (86167) 76-4-00, Fax: 76-4-03	map@tuapseport.ru	http://www.tuapseport.ru/Eng	Borcheninov Oleg, Harbour Master of Tuapse Port Authorities, Department of Marine safety Borovlev Aleksandr Manager of Department, Tel.: (86167) 76-440, SMB@tuapseport.ru
	Administration of Marine Port Novorossiysk of Ministry of Transport	Sebrjakov embankment, house 2, 353900 Novorossiysk, Russia	Tel./fax (8617) 676-402 / (8617) 676-312	ign@ampnovo.ru	http://ampnovo.ru/	Port Captain Erygin Vladymyr Vladymirovich, Tel. (8617) 676-303, Ecological control: http://ampnovo.ru/index.php?option=com_content&task=blogcategory&id=108&Itemid=88
	Municipal Enterprise "AzovVodoCanal"	Osipenko 11, 346780 Azov, Rostov region, Russia	6-34-16	pto_azov_vk@mail.ru	http://www.azov-vk.narod.ru/about.html	
3	RESEARCH INSTITUTES					
	Federal State Budgetary Institution "N.N. Zubov's State Oceanographic	Kropotkinsky Lane 6, 119034 Moscow, RUSSIA	Tel/Fax. +7 499 246 72 88	adm@oceanography.ru	www.oceanography.ru	Korshenko Alexander

NATIONAL STAKEHOLDERS of RUSSIA

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	All Russian Research Institute of Hydrometeorological Information - World Data Center (RIHMI-WDC) / Black+Azov	Koroleva 6, Obninsk, Kaluga region, Russia	Tel. +7 (48439) 7-41-81, 6-40-85 fax: +7 (48439) 6-86-11	wdcb@meteo.ru	http://meteo.ru	Director Kopulov Vasily Nikolaevich, Department of oceanographical data Mikhaylov Nikolay Nikolaevich, Head of Lab. Vjazilov Eugeny Dmitrievich
	IGCE: Institute of Global Climate and Ecology of Roshydromet and RAS	Glebovskaya 20B, 107258, Moscow, Russia	Tel: +7(499) 169-24-11, Fax: +7(499) 160-08-31	semenov@igce.ru	http://www.igce.ru/	Director Semenov Sergey Mikhailovich (semenov@igce.ru , факс 8 499 1600831), Head of Dept. for Envir. Pollution Assessment Chernogaeva Galina Mykhailovna 8 499 1603552, gmchernogaeva@gmail.com
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	Kyziltash Growth-Reproduction Grey Mullet Enterprise (KGRGME) of Azcherrybvod Black+Azov	Village Gyinka, Anapa area, Krasnodar region			http://www.azcherrybvod.ru/structure24.html	
	State Natural Reserve "Utrish"	Astrakhanskaya street 80, 353440 Anapa, Krasnodar region, Russia	Tel. 8 901 006 56 96, Fax. 8 8 613 39 00 20	utrishqgz@mail.ru		Director Alexander Krokhmal
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	SPK Kurchansky PSK Azov	Kurchansky Fishery Farm 1, 353527 village Shining Path, Temryuk district, Krasnodar region, Russia	Tel. +7 (86148) 9-36-07		http://fishretail.ru/litecat/kurchanskiy-psk	
	Yeisk Department of FGU AzCherRubVod / Azov	Gorkogo 6a, 353680 Yeisk, Krasnodar region, Russia	Tel. +7 (86132) 4-85-08		http://fishretail.ru/litecat/eyskiy-otdel-fgu-azcherrybvod	
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	FGUP Chernookovskaya spawning and breeding farm / Azov	Rabochaya 32, 353597 village Verkhny, Slavic district, Krasnodar region, Russia	Tel. +7 (86146) 95-6-85		http://fishretail.ru/litecat/chernookovskaya-nerestovo-vyrastnoe-hozyaystvo	
	FGBU Achuevo sturgeon hatchery / Azov	Lenina street, 353596 village Achuevo, Slavic district, Krasnodar region, Russia	Tel. 8 (86146) 75528, Fax 8 (86146) 7-55-60	fguaorz@rambler.ru	http://www.rostov-fishcom.ru/podvedomstvennie/kontakty/	Director Ryadintseva Valentina Alexandrovna
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3	Ministry of Health	7 Hrushevskoho str., Kyiv, Ukraine 01601	38(044) 2262205	moz@moz.gov.ua	http://www.moz.gov.ua	
4	Ministry of Infrastructure	14, Peremohy str., Kyiv, Ukraine 01135	38(044) 2262204	portal@mtu.gov.ua	http://www.mintrans.gov.ua/	
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6	Donetsk Oblast State Administration	Donets'k regional state administration 34 Pushkina Str., Donets'k 83015		info@oda.dn.ua	www.donoda.gov.ua	Andriy V. Shyshatsky
7	Illichivsk City Council	33, Lenin Str., Illichivsk, Ukraine	(0268)60020 (0268)65343	il.ispolkom@gmail.com	llychevsk-rada.gov.ua	Valeriy Ya. Khmelniuk
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9	Ministry of Resorts and Tourism of the Autonomous Republic of Crimea	77/4 Kievskaya Str., Simferopol, Crimea 95034, Ukraine	(0652) 54-46-68	liyev@crimea.gov.ua	http://www.ark.gov.ua/sovmin/ministerstva/ministerstvo-kurortov-i-turizma/	Olersandr S. Liev
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12	Republic Committee for Environmental Protection, Autonomous Republic of Crimea	Украина, АР Крым, 95038, г. Симферополь, ул. Кечкеметская, 198	38(0652)254463	krimpriroda@home.cris.net	http://reskompriroda.crimea.ua	Dmitriy B. Tatarov
13	Sevastopol City State Administration	Sevastopol city state administration 2 Lenina Str., Svastopil 99011	38(069)544773	sgga@stel.sebastopol.ua	www.sev.gov.ua	Volodymyr Yatsuba
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	UNIVERSITIES					
16	Odessa State University	2 Dvorianska Str., Odessa, 65082, Ukraine	38(048)731715 38(048)7317379	science@onu.edu.ua medinets@tene.ua		Volodymyr O. Ivanytsia, Volodymyr Medinets
17	Tavrichesky State University after V.I. Vernadsky	4 95007, Academician Vernadsky Prospect Simferopol, Crimea, Ukraine	38(0652)516498	rector@tnu/crimea.ua	www.tnu.crimea.ua	Mykola V. Bagrov
	RESEARCH INSTITUTIONS AND ORGANIZATIONS					
18	Biological Station	14-22, Kosarev Str., Sevastopol, 99006, Crimea, Ukraine	38 (0692) 55995	sev-oasis@yandex.ru ;		Volodymyr Kolnebolotsky
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27	Institute of Biology of Southern Seas	Проспект Нахімова 2, м. Севастополь 99011, Україна	380(692) 544110	ibss.ibss@nas.gov.ua	http://ibss.nas.gov.ua/	Valeriy M. Ereemeev
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22	JSC Institute «Shelf»	45, Sevastopol Str., Simferopol, 95013, Crimea, Ukraine	38(0652)442661	adm@self.crimea.com		Rasim A. Azimov
16	Marine Hydrophysical Institute	2 Kapitanska Str., Sevastopol, 99011, Ukraine	380692540452		http://mhi.nas.gov.ua/	Vitaliy O. Ivanov
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51	Sea Commercial Port of Yuzhny		38(048)7507254	port@port-yuzhny.com.ua	http://www.port-yuzhny.biz	Oleksandr G. Lagosha
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Annex 9: Project Leaflet

Partner organisations

- Permanent Secretariat of the Black Sea Commission (BSC-PS) – international
- National Environmental Agency „Black Sea Monitoring Center“ (NEA) – Tbilisi, Georgia
- Iv. Javakhishvili Tbilisi State University (TSU) – Tbilisi, Georgia
- P. P. Shirshov Institute of Oceanology Russian Academy of Sciences (SIO-RAS) – Russia
- State Oceanographic Institute (SOI) – Russia
- Marine Hydrophysical Institute (MHI) – Ukraine
- Odessa National I. I. Mechnikov University (ONU) – Ukraine
- Ukrainian Scientific Center of Ecology of the Sea (UkrSCES) – Odessa, Ukraine
- A.O. Kovalevskiy Institute of Biology of the Southern Seas, National Academy of Sciences of Ukraine (IBSS) – Sevastopol, Ukraine
- Odessa branch, Institute of Biology of the Southern Seas, National Academy of Sciences of Ukraine (OB-IBSS) – Odessa, Ukraine



Partner projects

- EPIRB (<http://blacksea-riverbasins.net/en>)
- MISIS (<http://www.misisproject.eu/>)
- PERSEUS (<http://www.perseus-net.eu>)
- SEIS (<http://enpi-seis.ew.eea.europa.eu/>)
- COCONET (<http://www.coconet-fp7.eu/>)

Implementing organization:

UNDP, Europe and the CIS
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The leaflet is available on the website of the EMBLAS Project.

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Publisher:.....

Date of publishing:... December, 2013

The views expressed in this leaflet are the sole responsibility of the EMBLAS Project Consortium implementing the project and can in no way be taken to reflect the views of the European Union.



Improving Environmental Monitoring in the Black Sea (EMBLAS)

01.01.2013 – 31.12.2014

GEORGIA

RUSSIAN FEDERATION

UKRAINE





Project background

The Black Sea is one of the most vulnerable regional seas in the world given its limited exchange of water with the open oceans and the large area of continental Europe from which it receives the drainage. The four strongly interlinked priority trans-boundary problems of the Black Sea are eutrophication - nutrient enrichment, changes in marine living resources, chemical pollution (including oil), and biodiversity/habitat changes, including alien species introduction - as well as the underlying root causes like industrial activities, agriculture, domestic wastewater, sea transport (oil spills, ballast water), and coastal zone degradation (urbanisation, tourism). The Convention on the Protection of the Black Sea against Pollution (Bucharest Convention) addresses these problems through enhanced cooperation among its signatories. The development/improvement of a monitoring network is considered to be a management target of high priority. Further coordination in policies and legislation between the Black Sea countries is also of common interest to the EU's partners countries – being also members of the Black Sea Commission (BSC) - in so far it influences their own ability to implement EU legislation and policies, notably the EU Water Framework Directive (WFD) and the EU Marine Strategy Framework Directive (MSFD).

The overall project objective is to set up initiatives that will help improve the protection of the Black Sea environment. The project is addressing the overall need for support in protection and restoring the environmental quality and sustainability of the Black Sea

The specific objectives are as follows:

- ❖ Improve availability and quality of data on the chemical and biological status of the Black Sea, in line with expected MSFD and Black Sea Strategic Action Plan needs
- ❖ Improve partner countries' ability to perform marine environmental monitoring along MSFD principles, taking into account Black Sea Diagnostic Report.



The project activities

Activity 1: Review of the national monitoring systems and of the methodological tools for assessing marine environmental data

Activity 2: Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements

Activity 3: Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD

Activity 4: An assessment of needs regarding laboratory infrastructure, equipment, and training

Activity 5: Elaboration and implementation of a first training programme round on monitoring methods and quality assurance adhering to ISO 17025 standard

Activity 6: Prepare the methodology for Joint Black Sea Surveys

Activity 7: Development of the web-based Black Sea Water Quality Database prototype

Annex 10: Press-release



Покращання екологічного моніторингу стану Чорного моря



В якому стані знаходиться Чорне море? Яка в ньому якість води, чи вона погіршується? Скільки риби ми виловлюємо і що відбувається з рибними запасами? Чи ефективна охорона рідкісних видів?

Програма розвитку Організації Об'єднаних Націй запрошує журналістів на семінар, який відкриває новий проект - «Покращання екологічного моніторингу стану Чорного моря» (*Improving Environmental Monitoring in the Black Sea – EMBLAS*).

Захід відбудеться **10 червня 2013 року, з 9:00 до 18:30** у приміщенні готелю «Чорне море» (м. Одеса, вул. Пантелеймонівська, 25) Реєстрація о 8:30 – 9:00.

У заході візьмуть участь представники Програми розвитку ООН з Словаччини, України, Грузії та Росії, організацій Європейського Союзу, Чорноморської комісії з захисту Чорного моря від забруднення, провідні вчені трьох чорноморських країн.

Серед доповідачів будуть:

Олена Панова – заступник директора Представництва ООН в Україні

Ювеналій Зайцев - Академік Національної Академії Наук України

Запланований час для спілкування з пресою: 10:45 – 11:15

20 років тому в Одесі, представниками чорноморських країн, була підписана Міністерська декларація про захист Чорного моря, яка започаткувала координацію міжнародних зусиль щодо покращання стану Чорного моря. Протягом цих років чимало що зроблено в цьому напрямку, але ще багато чого потрібно зробити. Антропогенне навантаження на екосистему Чорного моря є дуже значним – продовжується забудова його берегів, великі міста і підприємства продовжують скиди забруднювачів, надмірним є видобування біологічних ресурсів моря. З'явилися нові джерела забруднення – видобування нафти на чорноморському шельфі, збільшення обсягів її транзитного транспортування. Оцінка впливу цих факторів на стан екосистеми Чорного моря неможливий без наявності загальної системи екологічного моніторингу, яка б була спільною для всіх чорноморських країн. Створенню такої системи моніторингу в трьох країнах – Грузія, Росія та Україна і присвячено новий проект «Покращання екологічного моніторингу стану Чорного моря», підтриманий Європейським Союзом та Програмою розвитку ООН.

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Annex 11: Presentations for the Athens and Tbilisi meetings

EMBLAS

Improving Environmental Monitoring in the Black Sea



Vasiliy Kostiusyn



General information

- Budget: 600 EUR (EU) + 600 USD (UNDP)
- Duration: 24 months
- Direct beneficiary countries: Georgia, Russia, Ukraine
- Foreseen (next phase) follow-up: addressing the actual country needs related to the monitoring (budget 1-1.5 mill eur)



Objectives

The overall objective

- to set up initiatives that will help improve the protection of the Black Sea environment

The specific objectives:

- to improve availability and quality of data on the chemical and biological status of the Black Sea, in line with expected Marine Strategy Framework Directive (MSFD) and Black Sea SAP needs;
- to improve partner countries' ability to perform marine environmental monitoring along MSFD principles, considering Black Sea Diagnostic Report

Project organizational structure

STEERING COMMITTEE



PROJECT MANAGEMENT and SUPPORT

- UNDP regional project supervisor
- Project technical advisor
- Project Manager
- Project assistant and others



NATIONAL PROJECT TEAMS

- National Focal Points
- Partner organizations
- Experts

Project partners

GEORGIA

- Iv.Javakhishvili Tbilisi State University
- National Environmental Agency "Black Sea Monitoring Center"

RUSSIA

- State Oceanographic Institute
- P.P.Shirshov institute of oceanology

UKRAINE

- Marine Hydrophysical Institute
- Odessa National University I.I.Mechnikov
- Ukrainian Scientific Center of Ecology of the Sea
- A.O.Kovalevskiy Institute of Biology of Southern Seas
- Odessa Branch, Institute of Biology of the Southern Seas



INTERNATIONAL

- Permanent Secretariat of the Black Sea Commission (BSC PS) - international

Project activity 1

Review of the national monitoring systems and tools for assessing data obtained from monitoring activities

The overall aim of this PA is to analyse national and regional monitoring systems (legal and institutional framework of the different types, their design and implementation) and data management/assessment tools availability (including models and data bases existing at the national, regional and other levels), so that gaps are identified, and requirements and recommendations for improvements are clearly specified



Project activity 2

Support to implementation of countries obligations under the Bucharest and other related Conventions and Agreements

The aim of this PA is to help improving the indicator-based reporting of the BSC and facilitate the harmonization process at the regional level toward common understanding of water quality and good environmental status (GES).



Project activity 3

Development of cost-effective and harmonised biological and chemical monitoring programmes

The overall aim of this PA is to support the revision of the national (in GE, RU and UA) and regional monitoring programmes.

Project activity 4

Assessment of needs regarding laboratory infrastructure, equipment, and training, promotion of the recommendations

The overall aim of this PA is to enhance the efficient use of infrastructure/equipment in the region (knowing the existing capacities) and to find out what kind of trainings are generally needed to improve the performance in monitoring.



Project activity 5

Elaboration and implementation of the comprehensive training programme on monitoring methods and quality assurance

The overall aim of this PA is to produce a Training Program and ensure its initial implementation (with input from PA4 and further analysis conducted specifically for monitoring methods and QA/QC).

Project activity 6

Prepare methodology for Joint Black Sea Surveys

The overall aim of this PA is to promote the idea on the need of BS Joint Surveys and propose methodology for them.



Project activity 7

Development of the web-based Black Sea Water Quality Database prototype

The overall aim of this PA is to support the further development of Black Sea regional databases (components of BSIS) – Water Quality, *Mnemiopsis* and Phytoplankton and enhancing of their compatibility/interoperability with WISE-MARINE and SEIS.



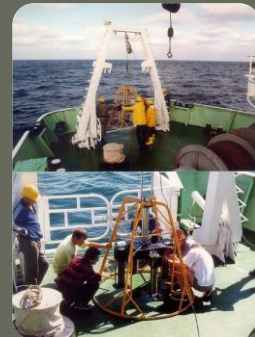
Project activity 8

Dissemination of Knowledge and Best Practices, Public Awareness and Visibility

The overall aim of this PA is to develop the Project ownership, visibility, widely disseminate results achieved/deliverables produced and to ensure the Project is not forgotten after it ends but will bring to generation of further activities (sustainability of the Project outcomes, in other words).

Project collaboration

- ✓ **MISIS**
- ✓ **EPIRB**
- ✓ **PERSEUS**
- ✓ **COCONET**
- ✓ **DEVOTES**



Collaboration with EPIRB

SPECIFIC OBJECTIVES

EPIRB	EMBLAS
<ul style="list-style-type: none"> to improve availability and quality of data on the ecological, chemical, and hydro-morphological status of trans-boundary river basins including groundwater to develop River Basin Management Plans for selected river basins / sub-river basins according to the requirements of the WFD 	<ul style="list-style-type: none"> to improve availability and quality of data on the chemical and biological status of the Black Sea, in line with expected Marine Strategy Framework Directive (MSFD) and Black Sea SAP needs to improve partner countries' ability to perform marine environmental monitoring along MSFD principles, considering Black Sea Diagnostic Report

Collaboration with EPIRB

EPIRB	EMBLAS
<p>1.1 Review of the national monitoring systems and tools for assessing data obtained from monitoring activities</p> <p>1.2 Support to implementation of countries obligations under Danube and Water Conventions</p> <p>1.4 Assistance in the development of WFD-compliant tools for assessing data obtained from monitoring activities (ecological, chemical, hydro-morphological classifications)</p> <p>1.3 Development of WFD-compliant monitoring programmes including hydro-biological and hydro-morphological elements and groundwater)</p>	<p>1.1 Review of the national monitoring systems and tools for assessing data obtained from monitoring activities</p> <p>1.2 Support to implementation of countries obligations under the Bucharest and other related Conventions and Agreements</p> <p>1.3 Development of cost-effective and harmonised biological and chemical monitoring programmes</p>

Collaboration with EPIRB

EPIRB	EMBLAS
<p>1.5 Analytical quality control assurance (training programme)</p> <p>1.6 Assessment of needs regarding laboratory infrastructure, equipment and training</p> <p>2.4 Joint field surveys to cover the gaps</p>	<p>1.5 Elaboration and implementation of the comprehensive training programme</p> <p>1.4 Assessment of needs regarding laboratory infrastructure, equipment, and training, promotion of the recommendations</p> <p>1.6 Prepare methodology for Joint Black Sea Surveys</p>

Thank you !



Annex 12: Inception Report of EMBLAS



*Empowered lives.
Resilient nations.*

Improving Environmental Monitoring in the Black Sea (EMBLAS)

Inception Report

June 30, 2013

Project funded by the European Union and UNDP

Date of report: June 30, 2013

Reporting period: Inception phase 19 December 2012- 10 June 2013

Authors of report: V.Kostiushyn, V.Velikova, M.Fabianova,

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Abbreviations

BS	Black Sea
BSC	Black Sea Commission (Commission on the Protection of the Black Sea Against Pollution)
BSERP	UNDP-GEF Black Sea Ecosystem Recovery Project
BSIS	The Black Sea Information System
BSIMAP	Black Sea Integrated Monitoring and Assessment Programme
BSS	Black Sea Synergy
COCONET	Towards COast to COast NETworks of marine protected areas - from the shore to the high and deep sea, coupled with sea-based wind energy potential (EU FP project)
DG	Directorate General
EC	European Commission
EEA	European Environment Agency
EMODNET	European Marine Observation and Data Network project
ENP	European Neighbourhood Policy
EPIRB	Environmental Protection of International River Basins project
EU	European Union
GEF	Global Environment Facility
ICES	International Council for the Exploration of the Sea
MISIS	MSFD Guiding Improvements in the Black Sea Integrated Monitoring System project
MONINFO	Monitoring and Information Systems for Reducing Oil Pollution (EU research project)
MSFD	EU Marine Strategy Framework Directive
NATO	North Atlantic Treaty Organization
NGO	Non-governmental organisation
QA/QC	Quality Assurance / Quality Control
PA	Project Activity
PCO	Project Coordination Office
PERSEUS	Protecting European Seas and Borders through the Intelligent Use of Surveillance (EU FP project)
RBEC	Regional Bureau for Europe and the CIS (Commonwealth of Independent States)
SC	Steering Committee
SeaDataNet	Pan-European Infrastructure for ocean and marine data management
SEIS	Towards a Shared Environmental Information System (EEA regional programme)
SfP	Science for Peace (Programme of NATO)
SOP	Standard Operating Procedure
ToR	Terms of Reference
UNDP	United Nations Development Programme
UNEP	United Nations Environment Programme
WISE	EEA Water Information System for Europe
WFD	EU Water Framework Directive

Summary

The Black Sea is one of the most vulnerable regional seas in the world given its limited exchange of water with the open oceans and the large area of continental Europe from which it receives the drainage. The four strongly interlinked priority trans-boundary problems of the Black Sea are eutrophication - nutrient enrichment, changes in marine living resources, chemical pollution (including oil), and biodiversity/habitat changes, including alien species introduction - as well as the underlying root causes like industrial activities, agriculture, domestic wastewater, sea transport (oil spills, ballast water), and coastal zone degradation (urbanisation, tourism). The Convention on the Protection of the Black Sea against Pollution (Bucharest Convention) addresses these problems through enhanced cooperation among its signatories. The development/improvement of a monitoring network is considered to be a management target of high priority. Further coordination in policies and legislation between the Black Sea countries is also of common interest to the EU's partner countries – being also members of the Black Sea Commission (BSC) - in so far it influences their own ability to comply with EU legislation and policies, notably the EU Water Framework Directive (WFD) and the EU Marine Strategy Framework Directive (MSFD).

The overall objective of the project is to set up initiatives that will help improve the protection of the Black Sea environment. The project is addressing the overall need for support in protection and restoring the environmental quality and sustainability of the Black Sea. The specific objectives are as follows: i) Improve availability and quality of data on the chemical and biological status of the Black Sea, in line with expected MSFD and Black Sea Strategic Action Plan needs; ii) Improve partner countries' ability to perform marine environmental monitoring along MSFD principles, taking into account the Black Sea Diagnostic Report (http://www.blacksea-commission.org/_publ-BSDiagnosticReport2010.asp). The following activities will be carried out: i) Review of the national monitoring systems and tools for assessing data obtained from monitoring activities; ii) Support to implementation of countries obligations under the Bucharest and other related Conventions and Agreements; iii) Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD; iv) Assessment of needs regarding laboratory infrastructure, equipment, and training, promotion of the recommendations; v) Elaboration and implementation of the comprehensive training programme on monitoring methods and quality assurance aiming at adhering to ISO 17025 standard, promotion; vi) Prepare methodology for Joint Black Sea Surveys; vii) PA7: Development of the web-based Black Sea Water Quality Database prototype.

The project will strengthen capacities of the respective national authorities for biological and chemical monitoring of water quality in the Black Sea, in line with EU water related legislation (EU WFD and MSFD). Significant effort will be put into training and capacity building. In order to promote ownership, engagement of local experts and organizations is foreseen. Relevant results and experiences of previous and ongoing projects will be duly taken into account.

1 Project Synopsis

Project Title: Improving Environmental Monitoring in the Black Sea	
UNDP Project Number: 84971	
Country: Georgia, Russia, and Ukraine	
Project Duration	24 months
Start Date	01-01-2013
End Date	31-12-2014

Overall Objective **The overall objective of the project is to set up initiatives that will help improve the protection of the Black Sea environment.**

Specific objectives The specific objectives are as follows:

- To improve availability and quality of data on the chemical and biological status of the Black Sea, in line with expected MSFD and Black Sea Strategic Action Plan needs;
- To improve partner countries' ability to perform marine environmental monitoring along MSFD principles, taking into account Black Sea Diagnostic Report.

The main results to attain the mentioned objectives are:

- Increased capacities of the relevant national authorities for biological and chemical monitoring of water quality in the Black Sea;
- Quality assurance procedures in laboratories identified and implementation started.

Project Activity 1 **Review of the national monitoring systems and of the methodological tools for assessing marine environmental data**

Results

1. Up to date knowledge of the gaps in monitoring systems design and problems in implementation of programs;
2. Up to date knowledge on the availability of data management/assessment tools at national and regional level and their relevance to the needs of various stakeholders, especially in the field of decision-making;
3. Recommendations for the revision of national and regional monitoring programs and improvement/development of tools for data management/assessment at the national and regional level produced and communicated;
4. Awareness of relevant authorities of the gaps in design and problems existing in implementation of monitoring programs and on the recommendations formulated for their revision developed;
5. Ownership of the need to revise the national and regional monitoring programs.

Project Activity 2 **Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements**

Results

1. Indicator-based reporting on compliance further developed;
2. Harmonization of policies advanced;
3. Awareness developed for harmonization needs.

Project Activity 3	Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD
Results	<ol style="list-style-type: none"> 1. The list of characteristics (physical, chemical, biological, other), pressures, impacts and parameters to be measured is updated or drafted; 2. Proposals for extending the current biological monitoring system (both parameters and frequency) and relevant capacity building by means of trainings are formulated; 3. The current monitoring network is reviewed and proposals for new monitoring locations and/or possible relocation of existing stations based on water body delineation are put forward; 4. Operational monitoring programmes, including cost-effectiveness assessment and proposals on economic instruments and funding mechanisms are formulated; 5. Regional Guidelines on Biological Monitoring developed.
Project Activity 4	An assessment of needs regarding laboratory infrastructure, equipment, and training
Results	<ol style="list-style-type: none"> 1. Up to date knowledge on the laboratories infrastructure and available equipment (capacity); 2. Up to date knowledge on laboratories' needs in terms of equipment and trainings for capacity building; 3. Proposal for more efficient use of equipment drafted and trainings for capacity building organised; 4. Meta-data base on the available equipment in the region developed, terms of use/sharing specified.
Project Activity 5	Elaboration and implementation of a first training programme round on monitoring methods and quality assurance adhering to ISO 17025 standard
Results	<ol style="list-style-type: none"> 1. Training program and training materials prepared; 2. A sufficient number of organizations takes part in the training programme; 3. Expected number of trainings organised; 4. Capacity of Black Sea Laboratories enhanced through trainings; 5. Expertise of scientists increased; 6. QC/QA manuals improved and published; 7. SOPs and QC/QA procedures developed; 8. Methods (sampling and processing) for selected priority parameters harmonised; 9. Overall performance of Black Sea laboratories improved.
Project Activity 6	Prepare the methodology for Joint Black Sea Surveys
Results	<ol style="list-style-type: none"> 1. Inter-project and cross-country cooperation in joint monitoring activities further developed; 2. Methodology for future joint surveys prepared and promoted at the level of key stakeholders; 3. Assessment of the risks of incompatibility of data (if any) outlined recommendations for solving potential problems produced.

Project Activity 7	Development of the web-based Black Sea Water Quality Database prototype
Results	<ol style="list-style-type: none"> 1. BS Water Quality and <i>Mnemiopsis</i> Database further developed; 2. Development of the regional Phytoplankton Data Base; 3. User guide and Documentation for technical staff and data managers prepared and circulated; 4. Concept for interaction between the central Black Sea Water Quality Database and other Black Sea regional data management infrastructures (e.g. created under Emodnet, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS; 5. Successful cooperation with other projects (MISIS, PERSEUS, COCONET, Emodnet) in improving the BS data bases; 6. Proposals for the long-term maintenance and availability to the public of the databases formulated; 7. Provisions for handing over the database management to the beneficiaries elaborated.
Project Activity 8	Dissemination of Knowledge and Best Practices, Public Awareness and Visibility
Results	<ol style="list-style-type: none"> 1. Project Dissemination Plan 2. Project Webpage 3. Project Logo, banner, leaflet 4. Brochure, press releases, newsletters 5. Presentations (as per event)
Project Activity 9	Management and coordination of the Action
Results	<ol style="list-style-type: none"> 1. Webpage 2. Minutes of meetings (as per event) 3. Electronic publication of Progress, Interim and Final Reports 2. Financial reports

2 Analysis of the Project

2.1 Black Sea Situation Analysis

The Black Sea is one of the most vulnerable regional seas in the world given its limited exchange of water with the open oceans and the large area of continental Europe from which it receives the drainage. The replenishment of waters in the Black Sea through the Bosphorus is an extremely slow process. In addition, hydrogen sulphide is present in the entire lower layer of the Black Sea, which makes it the largest anoxic water basin in the world. These features influence the condition of the marine environment and the diversity of organisms depending on it.

Since the early 1970s, nutrient enrichment, loss of biodiversity/bioresources and coastal degradation have been identified as the major issues affecting the environmental state of the Black Sea. The eutrophication phenomenon or the over-fertilization of the sea by nutrients, largely as a result of discharges/emissions from agricultural, domestic and industrial sources is a major trans-boundary pollution issue. It has been estimated that the six coastal countries contribute about 70% of the total amount of nutrients flowing into the Black Sea in the form of waste from human activities¹. Some of this amount and nearly all of the remaining 30% (from the countries with no direct access to the sea) enter the Black Sea through the Danube River.

In recent years chemical pollution has been identified as an important trans-boundary problem as well. However, the most serious problems remain eutrophication, biodiversity change and decrease in bioresources. Oil pollution threatens the Black Sea coastal ecosystems and the levels of pollution are unacceptable in many coastal areas and river mouths. Other toxic substances such as pesticides and heavy metals appear mostly as 'hot spots' near well identified sources. Another major problem is the discharge of insufficiently treated sewage waters, which results in microbiological contamination and poses a threat to public health. The last but not least major type of problematic pollutants is solid waste, dumped into the sea from ships and some coastal towns.

The four priority trans-boundary problems of the Black Sea - eutrophication/nutrient enrichment, changes in marine living resources, chemical pollution (including oil), and biodiversity/habitat changes, including alien species introduction - as well as the underlying root causes like industrial activities, agriculture, domestic wastewater, sea transport (oil spills, ballast water), and coastal zone degradation (urbanisation, tourism) are strongly interlinked. Addressing improvements in management of one problem will have positive side effects on others. One of the causes of these problems is that of poorly regulated coastal development. Although there is national environmental legislation in place, law enforcement and implementation of management plans have been less stringent in most of the countries in the region.

Fish is one of the most important Black Sea resources. According to recent scientific advice, most Black Sea fish stocks are being exploited at levels that are too high². Due to over fishing in the early 1970s-1980s, the structure of catches has shifted significantly. Commercially important marine living resources have been greatly affected by alien species introductions, eutrophication, over-fishing and habitats change/damage³. The deterioration of the environmental quality has played a role in depleting fish stocks and reducing their resilience. There is no agreement on fishing quota or other measures between the six riparian countries of the Black Sea apart from the EC regulation applicable to Bulgaria

¹ Black Sea Trans-boundary Diagnostic Analysis (2007); Black Sea Commission: State of the Environment of the Black Sea (2001 – 2006/7), Istanbul, 2008.

² EC Scientific, Technical and Economic Committee for Fisheries. Assessment of Black Sea stocks. November 2011

³ Strategic Action Plan for the Environmental Protection and Rehabilitation of the Black Sea (2009).

and Romania. Furthermore, sustainable fisheries management requires improved coordination among countries, the designation of more and well-spread protected areas and a strengthened implementation of the existing law, in particular in terms of monitoring and control.

The seriousness of water and environmental issues has been widely recognised by the countries of the region and they have responded with national and regional strategies and reforms to improve performance. The Convention on the Protection of the Black Sea against Pollution (Bucharest Convention) addresses these problems through enhanced cooperation among its signatories⁴. The last Conference of the Parties adopted the Land-Based Sources and Activities Protocol and the 2009 Strategic Action Plan. Furthermore, the development/improvement of a monitoring network is considered to be a management target of high priority.

Further coordination in policies and legislation between the Black Sea countries is also of common interest to the EU's partners countries – being also members of the Black Sea Commission (BSC) - in so far it influences their own ability to comply with requirements of EU legislation and policies, notably the EU Water Framework Directive (WFD) and the EU Marine Strategy Framework Directive (MSFD).

The European Neighbourhood Policy (ENP) provides a framework for closer bilateral relations between the EU and its neighbouring countries. Cooperation between the EU and ENPI East Countries⁵ in the field of the environment and water has intensified and currently encompasses a structured political process engaging all countries as key factors in tackling the increasing economic, environmental and security challenges as well as the implementation of concrete projects.

The central elements of the ENP are the bilateral ENP Action Plans agreed between the EU and its partner countries, setting out an agenda of jointly agreed priorities for action. One of the priorities of ENP Action Plans in the field of environment relates to shared rivers and seas which are interlinked due to the fact that the Black Sea and the Caspian Sea are the final recipients of the pollution loads of many major international and coastal river basins of the region. In recent years, significant progress has been made in cooperation as well as approaching the principles of Integrated Water Resources Management (IWRM) and the EU Water Framework Directive (WFD). However, current actions in pollution reduction and marine environmental protection through introduction of principles of MSFD and IWRM should be reinforced to remedy these problems.

Relations with Russia are not developed through the ENP but in the framework of a bilateral strategic partnership covering four “common spaces”: the Economic Space (including the environment); the Space of Freedom, Security and Justice; the Space of External Security; and the Space of Research and Education. The EU and Russia concluded a Partnership and Cooperation Agreement in 1994.

The action will be implemented as part of the Environmental Partnership of the Black Sea Synergy (BSS) and will aim to support the Black Sea riparian partner countries in their efforts to establish cooperative approaches to common environmental challenges. Consistently with the ENP orientation and with the conclusions of the 2008 Foreign Ministers launching meeting, the action aims at building, together with the SEIS project, the regional infrastructure for marine environmental monitoring. Moreover, during the Black Sea Environment Partnership Seminar held in Brussels (15-16 March 2010) monitoring was one of the specific issues agreed as possible areas of focus for the Environmental Partnership.

⁴ Acting on mandate of the Black Sea countries (Bulgaria, Georgia, Romania, Russian Federation, Turkey and Ukraine) which on 21 April 1992 signed and shortly thereafter ratified the Convention on the Protection of the Black Sea Against Pollution, the Commission on the Protection of the Black Sea Against Pollution (the Black Sea Commission - BSC) implements the provisions of the Convention and the Black Sea Strategic Action Plan. The BSC main policy measures are focused as follow on: i) Pollution reduction from rivers, priority pollution sources, vessels; regulatory and legal tools; ii) Conservation of biological diversity, expansion of protected territories, promotion of responsible fisheries; and iii) Introduction of Integrated Coastal Zone Management, promotion of EIA environmental audit, ecologically sound technologies, public involvement in environmental decision making, green tourism and sustainable livelihood.

⁵ Armenia, Azerbaijan, Belarus, Georgia, Republic of Moldova, and Ukraine.

2.2 Project Context and Implementation Strategy

This project has been developed in the context of the ENPI East Regional Programme (Strategy Paper 2007-2013) which identifies water management as one of its priorities.

The action is considered as a preparatory activity to be implemented consistently with the *“Protection of freshwater and marine environments in the wider Black Sea region”* programme (CRIS N° ENPI/2009/021-924)⁶. The activity will contribute to pave the way to a full scale marine water monitoring project that will be consistent with the requirements of the MSFD and that will allow some of the partner countries to further approximate to those parts of the EU acquis that are relevant to the Association Agreements (in particular the MSFD and the WFD).

The action will contribute to improving regional cooperation for the environmental protection of the Black Sea among the Black Sea riparian countries, in particular the Bucharest Convention. The initiative will also strengthen national capacities of the relevant national authorities for biological and chemical monitoring of water quality in the Black Sea.

Relevant results and experiences of previous and ongoing projects will be duly taken into account. More specifically, the preparatory actions will establish coordination mechanisms with the MISIS project, whose objectives match those of this action when it comes to marine environmental monitoring in Bulgaria, Romania, and Turkey.

The action should contribute to the conservation of the Black Sea basin environment by providing tool aiming at preventing and reducing the input into the sea of pollutants through river or direct discharges and by promoting the sustainable management and/or protection of its water and biological resources.

The action will support the development of partner countries' policies and strategies and will contribute to implement concrete monitoring activities in the field of marine water. It is required that significant effort will be put into training and capacity building and that local training institutions are involved. In order to promote ownership an extended engagement of local experts and organisations is encouraged.

The project is related to the UNDP Outcome: By 2013, regional, national and sub-national levels have improved capacity for sustainable conservation and management of ecosystems and natural resources, the project will support the strengthening of the legislative framework, transboundary coordination & cooperation mechanisms, which are addressing the Black Sea protection.

In the context of the RBEC Rolling Strategy, the project is linked with the Focus area/focus programme of Sustainable environment and energy efficiency. The project will be in line with the main themes and existing programs, related to:

- Support to the development of enabling legal and policy frameworks for investment in sustainable biodiversity and land management and transboundary water management;
- Assisting countries to put in place the governance framework for sustainable management of biodiversity and land management at national and local levels; piloting the creation of pro-poor markets for ecosystem services and of ecosystem based adaptation and mitigation measures.

Geographically, the beneficiary countries belong also to the region of Western CIS and Caucasus. The project is focusing on the strengthening the dialogue with the EU about environmental priorities and sharing best practices in the Black Sea Countries.

⁶ One of the projects currently implemented under this programme is the Environmental protection of International River Basins – EPIRB (ENPI/2011/279-666). As most of the trans-boundary rivers of the region discharge into the Black Sea, EPIRB will indirectly target the present preparatory activity. Therefore close coordination between the two initiatives must be ensured.

2.3 Beneficiary Countries and Target Groups

Georgia, Russian Federation, and Ukraine are the beneficiary countries of this action. Turkey, Bulgaria and Romania are associated (e.g.: observer at steering committee meetings, participation in coordination meetings with the European Commission, exchange of information, participation in the technical working groups, trainings with their own funds) through the MISIS project in which they participate. An outline for cooperation of EMBLAS with other similar projects in the region is in Annex 3.

The main target groups include organisations responsible for water management and protection of the marine environment in the beneficiary countries:

- Georgia: Ministry of Environment Protection
- Russian Federation: Ministry of Natural Resources and Environment
- Ukraine: Ministry of Ecology and Natural Resources

National agencies dealing with monitoring and water resources management and protection of the marine environment should be involved and benefit from the project activities. Relevant civil society organisations will have to be consulted and involved in the activities as well.

Other target groups in the partner countries may include (non-exhaustive list) relevant ministries and agencies responsible for fisheries and agriculture, industry, tourism and transport, selected regional and local administrations, universities, research centres and training institutions, as well as NGOs and the private sector. As legislation or regulations are to be drafted, it will be important to ensure that the relevant Parliamentary Committees in each country are familiar with the proposals and are able and willing to take them forward.

A key aspect of this action is to bring together and collaborate with international organisations working in the field to help ensure the effective coverage of problems and coherence of actions. Particular attention shall be paid to relations with the Black Sea Commission, the European Environment Agency, DG Environment, DG EuropeAid, UNDP/GEF and ongoing projects in terms of complementary activities.

The end-beneficiary will be the populations living in the beneficiary countries, which will benefit from the improvement of the quality and quantity of water resources.

Target groups of the project are the following:

- Environmental (biological and chemical) data providers which are in possession of existing biological and chemical data and want to make them available and accessible. They comprise: public and private environmental research institutes, landscape associations, nature organizations and environmental NGO's, not only from the target countries but also from the Black Sea region;
- Actors involved in biological and chemical monitoring, not only from the target countries but also from the Black Sea region. They comprise: monitoring departments/sections of private and public research institutes;
- National, regional and local public authorities involved in environmental policy development, decision making and management;
- National and international bodies and committees involved in environmental issues of the Black Sea, such as Black Sea Commission, Black Sea Economic Cooperation, governmental and intergovernmental committees, UNDP, UNEP, NATO Sfp, DG Environment, EEA, ICES etc.;

- Marine industry causing pollution in the Black Sea, such as oil and gas industries, shipping companies and fisheries companies/organizations;
- Public interest groups targeting sustainable Black Sea ecosystem;
- Educational organisations like universities and schools;
- General public.

2.4 Responsible bodies

The EuropeAid Development and Cooperation Directorate-General is responsible for managing this action on behalf of the European Commission. DG EuropeAid will work in close cooperation with DG Environment, DG Maritime Affairs, DG Climate Action, and the European External Action Service as well as the relevant EU Delegations in the ENP East region. The EU's contribution is entrusted to UNDP through the signature of a Standard Contribution Agreement under the joint management modality, in accordance with Article 53d of the EC's Financial Regulation and in conformity with the Financial and Administrative Framework Agreement (FAFA). The UNDP Bratislava Regional Centre is responsible for implementing this action on behalf of UNDP.

2.5 Management structure

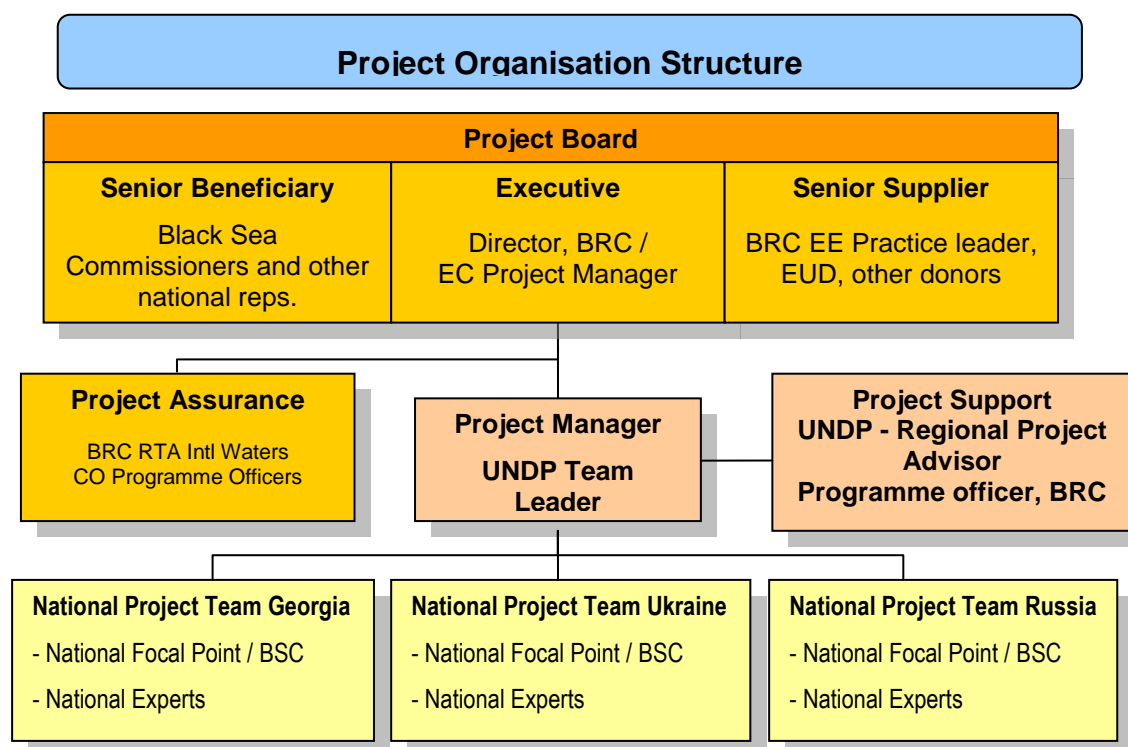
The project is being implemented by UNDP through its Bratislava Regional Centre. A Project Coordination Office (PCO) is established and located in Odessa, Ukraine. Project Manager is hired for implementing the action and is based at the PCO. He will liaise directly with the national focal points appointed by the ministries/Black Sea Commissioners during the project implementation.

A Steering Committee (SC) of the project has been established in order to provide general management and coordination, and to facilitate the implementation of the project. The Committee includes the Commissioners of Georgia, Russia and Ukraine in the Commission on the Protection of the Black Sea Against Pollution (BSC), BSC Permanent Secretariat Executive Director, and managers in charge of the project for the European Commission and UNDP (Bratislava regional and country offices in the project beneficiary countries). The National Focal Points from Georgia, Russia and Ukraine, representatives of project partners, other national and international agencies and projects, shall be invited as observers to the SC meetings, to ensure coordination with other EU-funded regional projects, in particular with MISIS (<http://www.misisproject.eu/>) and EPIRB (<http://blacksea-riverbasins.net/en/imprint>) and avoid overlapping of activities.

Whenever possible, SC meetings will be held back to back with relevant regional international meetings in order to ensure cost-effectiveness and promote dialogue and networking among key actors and stakeholders.

More details on the roles and responsibilities (Terms of Reference) of the Steering Committee are provided in the Annex 1 to this report.

The first Steering Committee meeting was held on 11th June 2013 in Odessa, Ukraine, back to back with the project Inception Workshop. The minutes of the SC meeting, including conclusions and recommendations, are in the Annex 8 to this report.



2.6 Project Partners

UNDP is the leading organization of the project and will be responsible for the overall management of the project. The roles of partners within the project activities have been outlined in the Project Document, and their planned involvement is specified in detail in this report further (see sub-chapter 3.4). UNDP will cooperate with all partners on the basis of the Letter of Agreement (LoA) to be signed by UNDP and partner organization. In addition, to complement the work of the partner organizations, national project experts will be recruited. All the partners are public scientific organizations (except UNDP/BRC and BSC PS), well known and recognized in the region and have participated in many EU funded projects related to Black Sea protection and environmental monitoring. In addition to UNDP, the project partners are the following:

N	Project Partners	Characteristics
1	Marine Hydrophysical Institute (MHI) – Ukraine	Public Scientific institution
2	Odessa National I.I.Mechnikov University (ONU) - Ukraine	Public Scientific institution
3	Ukrainian Scientific Center of Ecology of the Sea (UkrSCES) - Odessa, Ukraine	Public Scientific institution
4	A.O.Kovalevskiy Institute of Biology of Southern Seas (IBSS) - Sevastopol, Ukraine	Public Scientific institution
5	Odessa Branch, Institute of Biology of the Southern Seas, National Academy of Sciences of Ukraine (OB-IBSS) – Ukraine	Public Scientific institution
6	Iv.Javakhishvili Tbilisi State University (TSU) – Georgia	Public Scientific institution
7	National Environmental Agency “Black Sea Monitoring Center” (NEA) - Tbilisi, Georgia	Public Scientific institution
8	State Oceanographic Institute (SOI) - Russia	Public Scientific institution
9	P.P.Shirshov Institute of Oceanology Russian Academy of Sciences (SIO-RAS) - Russia	Public Scientific institution
10	Permanent Secretariat of the Black Sea Commission (BSC PS) - international	International organization

All of the partners can provide specific expertise necessary for the project implementation, in particular for chemical and biological monitoring and status assessment, environmental information systems and data management. All partners are involved in the national or other monitoring programmes.

Drafts of Letter of Agreement (LoA) have been prepared to be signed by UNDP/BRC and each partner organization. The first draft detailed descriptions of tasks / Terms of Reference (ToRs) for the partner organizations have been developed. They are being amended to take into consideration all recommendations given by the partners during the Inception Workshop on the activities implementation and budget allocations. The ToRs will be annexed to the LoAs.

3 Project Planning

3.1 Project management activities undertaken in the inception period

During the inception period of the project the following arrangements have been made to start the project operation and implementation:

1. Project management team has been established:

Vladimir Mamaev	UNDP Project Supervisor	UNDP BRC, Regional Technical Advisor for International Waters)
Marcela Fabianova	UNDP Project support	UNDP BRC, Water Programme Analyst
Sergey Volkov	UNDP Ukraine Project Task Manager	UNDP Ukraine, Head Energy and Environment Cluster
Nino Antadze	UNDP Georgia Project Task Manager	UNDP Georgia
Nataly Olofinskaya	UNDP Russia Project Task Manager	UNDP Russia
Violeta Velikova	Project Technical Advisor	UNDP BRC consultant
Vasiliy Kostushyn	Project Manager	UNDP Ukraine

2. Project Coordination Office (PCO) was established and partly equipped

The Project Coordination Office is tentatively established at OB-IBSS in the premises of National Academy of Science. Necessary equipment for the office was purchased.

3. Development of project visibility and identity initiated

- Project abbreviation and logo were discussed and agreed with partners. The abbreviation EMBLAS was chosen as a project acronym based on the voting of partners. Several project logos have been proposed, the voting is ongoing.
- Web-site for the EMBLAS project was temporarily established at <http://blacksea.iwlearn.org/> with the support of the UNDP/GEF Project IW:Learn.

4. Project Steering Committee (SC) membership and mandate was agreed

The core group of the Project Steering Committee is composed of the following members and representatives:

- BSC Commissioners from Georgia, Russia and Ukraine;
- Black Sea Commission Permanent Secretariat;
- European Commission, DG EuropeAid;
- UNDP (Bratislava Regional Centre; Ukraine; Georgia; Russia)
- Members of the SC Secretariat (Project manager, Technical Advisor and Assistant) with observer status (without voting rights).

Observers to the Steering Committee are the National Focal Points of the Project, nominated by the BSC Commissioners and representatives from partner organizations. Observers from other relevant projects (MISIS, EPIRB, SEIS), national and international organizations representatives, shall be also invited to the SC meetings as adequate.

The roles and responsibilities of the SC are laid down in the Terms of Reference for the Steering Committee that has been approved at the 1st Steering Committee meeting.

It was agreed that functions and tasks of the SC are the following:

- Review of project progress and relevant reports;
- Alteration and amendment of the project within the existing strategy and approval of the work plan for the following executing period;
- Support to the project team in the project implementation;
- Evaluation of project results and advice for improvements;

The ToR and composition of the SC are provided in Annex 1 and 2.

5. Draft ToRs for Activities and Partner organizations were developed

EMBLAS Project includes 7 core activities and a group of cross-cutting activities devoted to dissemination of knowledge, public awareness, as well as activities related to project management. All project activities will be implemented with strong involvement of the 11 partner organizations, which are mainly different scientific organizations in Georgia, Russia and Ukraine. Important partner organization is the Black Sea Commission Permanent Secretariat. The ToRs of activities is presented in sub-chapter 3.4. The ToRs for partner organizations are under revision to reflect the recommendations given during the Inception Workshop by the project partners and the Steering Committee.

6. ToRs for experts

It is foreseen that a number of national experts will support the implementation of project activities. Specific ToRs will be developed for these experts to complement the work of project partner organizations.

7. The National Focal Points are being nominated and ToR for them was developed

The National Focal Point (NFP) from each of the beneficiary country was nominated by the respective Black Sea Commissioner.

In accordance with their ToR, National Focal Points have broad responsibilities and will play an important role in the project implementation. Such roles include:

- Ensure advocacy and support to the implementation of the project;
- Liaise with Ministry of Environment and in particular with the Commissioner in the BSC;
- Provide country based support to the Project manager, to the partners in his/her country and national experts where necessary;
- Make available local background information needed for achieving project goals;
- Liaise with key national stakeholders and other interested parties;
- Ensure wide dissemination of project deliverables;
- Work toward project ownership development and visibility of the project activities.

The ToR for National Focal Point is in Annex 4.

8. Collaboration with other related projects/programs

One of the principles of the project implementation strategy is to duly take into account all relevant results and experiences of previous and ongoing projects. During the project inception phase contacts were established with MISIS, SEIS and EPIRB projects - their managers were invited to attend the Inception Workshop and the first Steering Committee meeting as observers. The EMBLAS Project Manager attended a special workshop dedicated to the coordination of FP7 and other Projects in the Mediterranean and the Black Sea regions (14th of June 2013 Athens, Greece).

A special DropBox folder <https://www.dropbox.com/home/Athens%20June%202013#!/home>) has been established for exchange of materials between the projects to avoid overlapping of activities. Information on summer school for habitat mapping (in the sea) and GIS organized by COCONET in September 2013 was disseminated among the EMBLAS partner organizations. The Steering Committee held on 11 June 2013 requested the project team to prepare a proposal for cooperation with other relevant EU- and non EU-funded projects to be integrated in the Inception Report so that cooperation modalities could be established. A proposal for cooperation with relevant projects is in Annex 3 to this report.

9. Dissemination of information about EMBLAS

A Dissemination plan has been drafted, outlining a strategy for the EMBLAS project on dissemination project results, communication and coordination with partners and stakeholders, as well as for the increase in public awareness on Black Sea monitoring and environmental issues.

The dissemination of information on the project goes on a regular basis through the web-site created. Press-release about EMBLAS was prepared and widely disseminated through mass-media prior the project Inception Workshop. Mass-media representatives were invited to attend the project inception workshop and the celebration of the 20-th anniversary of the Odessa Declaration (Ministerial Declaration on the Protection of the Black Sea,1993). This event was initiated by the Ukrainian Ministry of Ecology and Natural Resources and supported by UNDP.

10. Inception Workshop and the 1st Steering Committee Meeting were organized

The Inception Workshop was organized on 10 June 2013 in Odessa, Ukraine. The objective of the workshop was to present and discuss the Project Activities with project partners in order to ensure effective and efficient implementation of the project, as well as their coordination with Black Sea-related initiatives of key partners in the region. The First Steering Committee Meeting was held back on 11 June 2013 and it has approved the SC membership, mandate, relevant management arrangements, discussed initial work plan, and budget. The minutes from both events are in the Annex 7 and 8.

3.2 Project Overall and Specific Objectives

The overall objective of the project is to set up initiatives that will help to improve the protection of the Black Sea environment.

The specific objectives are as follows:

- To improve availability and quality of data on the chemical and biological status of the Black Sea, in line with expected MSFD and Black Sea Strategic Action Plan needs;
- To improve partner countries' ability to perform marine environmental monitoring along MSFD principles, taking into account Black Sea Diagnostic Report.

The main results expected to achieving the mentioned objectives are:

- Increased capacities of the relevant national authorities for biological and chemical monitoring of water quality in the Black Sea;
- Quality assurance procedures in laboratories identified and implementation started.

3.3 Project Approach

The approach employed will ensure cost-effective and professional implementation of the project and value-added based on the careful planning of activities, selection of partners among the most distinguished organizations in the region, wide participation of scientists, policy makers, NGOs and others, uniting efficiently the competence and efforts of all. The different components of the project are well balanced; 'no waste' of money will be particularly pursued.

All activities of the project will be based on extensive consultations, seeking for best practices, optimal solutions and taking into consideration the precise needs in the Black Sea region. A key focus of the work will be on ensuring that the gains made through the project continue once the funding ends. This will be achieved through development of strong ownership at different levels, and in all activities planned by stimulating development of concepts for new projects amongst project participants and other relevant organisations.

Implementation will follow the principles below:

- Coordination of the activities with those of other initiatives in the region, primarily with those operating under other on-going EC projects and in the framework of both BSC and UNDP actions.
- Close cooperation with the EC MSFD Task Groups (those working on the interpretation of the MSFD Descriptors, development of relevant indicators and preliminary overview of data/information availability to prepare the initial assessments of the state of the European Seas).
- Utilization of achievements of past projects and basing on lessons learnt.
- Close cooperation and support to the Black Sea Commission and its institutional structure supporting the implementation of the Work Plan of the BSC. In return, it is expected that the BSC will facilitate the promotion of the action's outcomes so that they could contribute to the improvement of environmental management and adoption of policy documents at national and regional level where necessary.
- Formalization of data sharing at regional level based on a network wider than the existing BSC one, with the aim to improve the official data/information flow to the BSIS and provide for quality assessments.
- Capacity building of relevant key institutions in the beneficiary countries.
- Involvement of stakeholders.

The project approach aims at ensuring a smooth implementation where activities are mutually reinforcing and sustainable. This implies that, whenever practical, links have been established between different components of the project, timing was accurately planned to make sure that the deliverables fuelling and driving following activities are safely provided.

Building trust and social capital between different actors will be achieved through transparency, face-to-face discussions, and equity promotion, thus recognising that this can lead to a powerful stimulation of cooperation and confidence that such cooperation will pay in the long run for the money and effort spent during the project.

Significant effort will be invested in capacity building through trainings, hands-on exercises and strengthening capacities of laboratories to be involved in the monitoring.

The project will develop its forward looking component and will include in the Final Report an 'Exit Strategy and recommendations for follow-up activities' to provide for sustainability of the project interventions and planning of possible further actions in the region.

The present project should be seen as a first phase of a larger technical support, provided for the Black Sea monitoring. The current project will assess the actual status and needs in terms of capacities, equipment, etc. EU is preparing a follow-up project/funding that will be announced in 2013. In addition, GEF is preparing a project on Fisheries. The planned activities of GEF and EU shall be harmonized.

The action is based on the needs of the beneficiary countries to streamline their environmental protection management taking into consideration MSFD and WFD principles. In addition, the obligations to implement the Bucharest Convention and its four Protocols will also be taken into account. The theoretical framework is based on the extensive experience of the partners in the field of Black Sea environment research and protection.

Theoretical work will be conducted to revise the national monitoring programmes with a view to provide for harmonised procedures in field and laboratory work (sampling, processing of samples, data/information management, assessments, classification for Black Sea environmental status, development of environmental targets, etc.).

3.4 Project Activities (PA)

Detailed information on expected results and deliverables from the Project Activities (PA), including partner organizations responsibilities are presented below. The main findings and recommendations from the inception phase are taken into account.

3.4.1 PA1: Review of the national monitoring systems and of the methodological tools for assessing marine environmental data

General description of the PA

The overall aim of this PA is to analyse national and regional monitoring systems (legal and institutional framework of the different types, their design and implementation) and data management/assessment tools availability (including models and data bases existing at the national, regional and other levels), so that gaps are identified, and requirements and recommendations for improvements are clearly specified, taking into consideration the requirements of the ecosystem-based management of environment protection. The prepared review/report will also include information on data availability, progress in water quality classifications, QA/QC in monitoring and data management, etc.

Major findings shall be communicated at the level of the BSC, expecting the gaps and problems uncovered to be brought to the attention of relevant authorities dealing with monitoring policies and providing finances for implementation of monitoring programs and development of data management/assessment tools. The action will aim at increasing their responsiveness to the problems existing in data/information collection and their management in the Black Sea region which are the major obstacle in building scientific foundation of decision-making in the field of environmental protection.

Responsible partner/s: UNDP, Odessa National University, Marine Hydrophysical Institute

Involved partners: All partners shall be involved

Planned sub-activities and partners involved

Activity 1.1:	Preparation of special Questionnaire	UNDP
Activity 1.2:	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	All partners
Activity 1.3:	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II)	All partners
Activity 1.4:	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	All partners

Schedule of activities

Months 4-9	Preparation of Questionnaire/Part I (monitoring (incl. operational), data management) and List of stakeholders, communication with relevant stakeholders, review of documents, collation of information and of lessons learned from previous projects, gap analysis
Months 6-11	Gap analysis, preparation of Report on the findings and recommendations (Diagnostic Report II/Part I – monitoring, data management tools, QA/QC)
Months 5-10	Preparation of Questionnaire Part II (data availability, etc.), communication with relevant stakeholders, collation of information on data availability, analysis of gaps in the assessments (including pressures)
Months 8-12	Gap analysis, preparation of Report on the findings and recommendations (Diagnostic Report II/Part II – data availability, assessments)
Months 11-18	Dissemination/promotion of the findings of the Gap Analysis (Part I and II) and of the recommendations for harmonization at the level of relevant authorities (by e-mail and during relevant meetings)
Months 6-24	Reporting on the activities undertaken

Deliverables

Months 7, 8	Questionnaire (Part I and II)
Month 8	List of Stakeholders (GE, RU, UA)
Month 11	Diagnostic Report/Part I (on monitoring and data management tools)
Months 12	Diagnostic Report/Part II (including assessment of operational monitoring cost-effectiveness and options for its sustainable development based on regional cooperation)
Months 12,18, 24	Relevant Chapters on the activities undertaken

Expected results (Milestones)

1. Up to date knowledge of the gaps in monitoring systems design and problems in implementation of programs;
2. Up to date knowledge on the availability of data management/assessment tools at national and regional level and their relevance to the needs of various stakeholders, especially in the field of decision-making;
3. Recommendations for the revision of national and regional monitoring programs and improvement/development of tools for data management/assessment at the national and regional level produced and communicated;
4. Awareness of relevant authorities of the gaps in design and problems existing in implementation of monitoring programs and on the recommendations formulated for their revision developed;
5. Ownership of the need to revise the national and regional monitoring programs.

Indicators of achievement to trace and present in reporting

1. Number of relevant documents reviewed;
2. Number of organizations/stakeholders contacted;
3. Number of organizations/stakeholders which responded to the Questionnaire and number of feedbacks;
4. Number of stakeholders involved in consultations;
5. Comprehensive Diagnostic Report (II) compiled and recommendations to guide improvements in data collection and data management/assessment communicated;
6. Number of meetings/workshops at which the findings/recommendations are communicated;
7. Number of organizations to which the report was transmitted and number of comments received;
8. Relevant chapters on the activities undertaken prepared in the Progress, Interim and Final Reports of the Project.

3.4.2 PA2: Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements

General description of the PA

The aim of this PA is to help improving the indicator-based reporting of the BSC and facilitate the harmonization process at the regional level toward common understanding of water quality and good environmental status (GES).

Responsible partner/s: BSC Permanent Secretariat

Involved partners: All partners shall be involved

Planned sub-activities and partners involved

Activity 2.1:	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	All partners
Activity 2.2:	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	All partners

Schedule of activities

Months 6-18	Communication with relevant organizations, review of documents, collation of information
Months 7-24	Further development of compliance indicators and related indicator-based reporting in cooperation with the BSC Advisory Groups, promotion of newly-proposed indicators at the level of the BSC
Months 6-22	Consultation with experts on the needs in harmonization, organization of a workshop (Water Quality/GES Workshop back to back with a BSC PMA AG meeting, discuss the WQ Methodology and the Revised Monitoring Programmes, prepared under Project Activity 3 – see below)
Months 6-22	Elaboration of Water Quality/GES Classification Methodology, promotion at the level of the BSC for adoption
Months 6-24	Reporting on the activities undertaken

Deliverables

Months 12-13	List of compliance indicators
Month 16	Minutes of the harmonization workshop
Month 22	Water Quality/GES Classification Methodology
Month 6, 12, 18, 24	Relevant Chapters on the activities undertaken

Expected results (Milestones)

1. Indicator-based reporting on compliance further developed;
2. Harmonization of policies advanced;
3. Awareness developed for harmonization needs.

Indicators of achievement to trace and present in reporting

1. Number of stakeholders involved in consultations;
2. Number of compliance indicators developed;
3. Harmonization workshop organised;
4. Regional Methodology 'Water quality/GES classification' developed and promoted for adoption;
5. Number of organizations aware of the Methodology;
6. Chapters in Progress, Interim and Final Project Reports on the activities undertaken to support the implementation of the Bucharest Convention and other related Conventions and Agreements and on the results achieved.

3.4.3 PA3: Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD

General description of the PA

The overall aim of this PA is to support the revision of the national (in GE, RU and UA) and regional monitoring programmes. More specifically, the activity envisages:

- Updating (or establishing, where appropriate) the list of characteristics (physical, chemical, biological, other), pressures, impacts and parameters to be measured;
- Formulating proposals for extending the current biological monitoring system (both parameters and frequency) and relevant capacity building by means of trainings;
- Reviewing the current monitoring network and putting forward proposals for new monitoring locations and/or possible relocation of existing stations;
- Developing operational monitoring programmes, including cost-effectiveness assessment and proposals on economic instruments and funding mechanisms.

The discussions on the monitoring programmes revision shall be carried out with the participation of the relevant BSC Advisory Groups.

Responsible partner/s: State Oceanographic Institute, Institute of Biology of Southern Seas, P.P.Shirshov Institute of Oceanology

Involved partners: All partners shall be involved

Planned sub-activities and partners involved

Activity 3.1:	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	All partners
Activity 3.2:	Further development of biological monitoring guidelines	All partners
Activity 3.3:	Promotion of operational monitoring	All partners
Activity 3.4:	Promotion of the biological monitoring guidelines	All partners

Schedule of activities

Months 7-13	Compilation of relevant documents (BEPs and BATs), analysis of needs in harmonization, clarification of the status of operational monitoring (the latter is coordinated with PA1, and relevant questions are included in the Questionnaire of PA1)
Months 11-18	Assessment of the cost-efficiency of operational monitoring, recommendations on sustainable operational monitoring as integral part of the National programs and BSIMAP (part of the Revised Monitoring Programs)
Months 11-18	Revision/extension of the monitoring programmes (new parameters, development of network of reference stations, etc.), proposal on inclusion of operational monitoring
Months 18-24	Promotion of the revised monitoring programmes and of operational monitoring inclusion into them
Months 7-11	Analysis of the needs in revision of guidelines

- Months 10-22 Revision/finalization of guidelines for biological monitoring (facilitated by organization of a workshop), publication, promotion at the level of the BSC for adoption
- Months 12-24 Reporting on the activities undertaken

Deliverables

- Month 18 Draft revised monitoring programmes (**Note:** Final Programmes can be produced after approval at governmental level and at the level of the BSC, therefore it may not happen in the lifetime of the Project)
- Month 17 Minutes of the workshop on guidelines for biological monitoring, incl. relevant Checklists
- Month 22 Electronic publication of regional guidelines (biological monitoring) on the webpage of the project and if possible on the BSC webpage as well (**Note:** Which guidelines exactly will be attended is to be decided by the Project Partners)

Expected results (Milestones)

1. The list of characteristics (physical, chemical, biological, other), pressures, impacts and parameters to be measured is updated or drafted;
2. Proposals for extending the current biological monitoring system (both parameters and frequency) and relevant capacity building by means of trainings are formulated;
3. The current monitoring network is reviewed and proposals for new monitoring locations and/or possible relocation of existing stations based on water body delineation are put forward;
4. Operational monitoring programmes, including cost-effectiveness assessment and proposals on economic instruments and funding mechanisms are formulated;
5. Regional Guidelines on Biological Monitoring developed/improved.

Indicators of achievement to trace and present in reporting

1. Number of relevant documents reviewed;
2. Number of stakeholders involved in consultations;
3. Revised national and regional monitoring programs drafted;
4. Number of Regional Biological Monitoring Guidelines finalised and published;
5. Number of organizations informed about the revised Guidelines;
6. Vision/Concept for sustainable operational monitoring in the Black Sea region produced;
7. Number of organizations informed about the revision of the national and regional monitoring programs and number of feedbacks.

3.4.4 PA4: An assessment of needs regarding laboratory infrastructure, equipment, and training

General description of the PA

The overall aim of this PA is to enhance the efficient use of infrastructure/equipment in the region (knowing the existing capacities) and to find out what kind of trainings are generally needed to improve the performance in monitoring.

Responsible partner/s: P.P.Shirshov Institute of Oceanology, Institute of Biology of Southern Seas, Iv.Javakhishvili Tbilisi State University

Involved partners: All partners shall be involved

Planned sub-activities and partners involved

Activity 4.1:	Preparation of Questionnaire, dissemination to relevant stakeholders, collation of information	All partners
Activity 4.2:	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure /equipment /vessels and trainings (Chapters of the Diagnostic Report)	All partners
Activity 4.3:	Promotion of the findings	All partners

Schedule of activities

Months 6-9	Preparation of Questionnaire, dissemination and collation of information (This Quest shall be part of the Questionnaire in PA1)
Months 8-12	Assessment of the needs in infrastructure/vessels/equipment, recommendations for sharing (efficient use of capacities), terms of sharing (Chapter in the Diagnostic Report II)
Months 8-12	Assessment of the needs in training (general, in order to further develop monitoring) (Chapter in the Diagnostic Report II and input to PA5)
Months 12-19	Promotion of the findings on options for sharing and trainings
Months 12-24	Reporting on activities undertaken

Deliverables

Month 12	Chapters in the Diagnostic Report on Infrastructure/equipment/vessels (availability and needs) and needs in training
Months 12,18, 24	Chapters on the activities undertaken in the Project Reports (including evaluations of trainings and laboratories performance)

Expected results (Milestones)

1. Up to date knowledge on the laboratories infrastructure and available equipment (capacity);
2. Up to date knowledge on laboratories' needs in terms of equipment and trainings for capacity building;
3. Proposal for more efficient use of equipment drafted and trainings for capacity building organised;
4. Meta-data base on the available equipment in the region developed, terms of use/sharing specified.

Indicators of achievement to trace and present in reporting

1. Number of institutions which responded to the questionnaire;
2. Comprehensive report on available equipment and needs and training necessities with recommendations to improve the efficient use of capacities;
3. Number of laboratories informed about the capacities (equipment, infrastructure, experts) available in the region.

3.4.5 PA5: Elaboration and implementation of a first training programme round on monitoring methods and quality assurance adhering to ISO 17025 standard

General description of the PA

The overall aim of this PA is to produce a Training Program and ensure its initial implementation (with input from PA4 and further analysis conducted specifically for monitoring methods and QA/QC). The activity also addresses the needs to agree on standard operational procedures adhering to ISO 17025, QA/QC and DQC (data quality control).

Responsible partner/s: Ukrainian Scientific Center of Ecology of the Sea

Involved partners: All partners shall be involved

Planned sub-activities and partners involved

Activity 5.1:	Analysis of the needs (specifically for monitoring methods and QA/QC), preparation of program	All partners
Activity 5.2:	Preparation of materials, revision/elaboration of guidelines, organization of trainings/workshops	All partners

Schedule of activities

Months 9-12	Analysis of the needs and preparation of a Training Program
Months 12-13	Preparation of training materials
Months 9-23	Development/adoption of SOPs and QA/QC, revision of the UBSS project DQC Manuals (Note: Which DCQ Guidelines will be attended is to be decided by the partners), promotion at regional level and publication on the project website and if possible on the BSC website as well
Months 13-21	Initial implementation of the Training Program (organization of one training, participation in the trainings of other projects, working visits to accredited laboratories)

Month 20	Organization of one workshop on harmonization of chemical methods (priority parameters - e.g. pesticides, detergents, TPHs and PAHs, etc., to be decided by the Partners)
Months 12-24	Reporting on activities undertaken

Deliverables

Month 12	Training Program
Months 13	Materials for trainings (as per training conducted if more than one training is organised)
Month 23	Set of SOPs, QA/QC and DQC Guidelines
Month 18, 23	Trainings evaluations (Annexes to the Project Reports)
Month 20	Minutes of the harmonization workshop
Months 12,18, 24	Chapters on the activities undertaken in the Project Reports

Expected results (Milestones)

1. Training program and training materials prepared;
2. A sufficient number of organizations takes part in the training programme;
3. Expected number of trainings organised;
4. Capacity of Black Sea Laboratories enhanced through trainings;
5. Expertise of scientists increased;
6. QC/QA manuals improved and published;
7. SOPs and QC/QA procedures developed;
8. Methods (sampling and processing) for selected priority parameters harmonised;
9. Overall performance of Black Sea laboratories improved.

Indicators of achievement to trace and present in reporting

1. Comprehensive training program developed and implementation initiated;
2. Number of organizations taking part in the training programme;
3. Number of trainings organised;
4. Number of laboratories ready to apply QC/QA based on the proposed regional guidelines;
5. Number of methods harmonised;
6. Number of organizations involved in harmonization of methods;
7. Number of laboratories ready to apply the recommended methods;
8. Chapters in the Interim and Final Project Reports on the activities undertaken and results achieved produced.

3.4.6 PA6: Prepare the methodology for Joint Black Sea Surveys***General description of the PA***

The overall aim of this PA is to promote the idea on the need of BS Joint Surveys and propose methodology for them.

Responsible partner/s: P.P.Shirshov Institute of Oceanology

Involved partners: All partners shall be involved

Planned sub-activities and partners involved

Activity 6.1:	Survey methodology (based on the results of revision of monitoring programs)	All partners
Activity 6.2:	Technical support to survey's organization planned under the projects MISIS, PERSEUS and/or COCONET	All partners

Schedule of activities

Months 10-13	Consultations with experts, communication with the project managers of MISIS, PERSEUS, COCONET
Months 12-24	Development of the Joint Surveys Methodology and promotion
Months 12-24	Technical support to the survey's (field work) organization planned under the projects MISIS, PERSEUS and/or COCONET)
Months 2-24	General cooperation with the projects MISIS, PERSEUS and COCONET
Months 12-24	Reporting on activities undertaken

Deliverables

Month 12 - first outline	Methodology for Joint Surveys (design of the JS, incl. screening for new pollutants and evaluation of inter-comparisons)
Month 20 - final	
Month 12,18, 24	Chapters on the activities undertaken in the Project Reports

Expected results (Milestones)

1. Inter-project and cross-country cooperation in joint monitoring activities further developed;
2. Methodology for future joint surveys prepared and promoted at the level of key stakeholders;
3. Assessment of the risks of incompatibility of data (if any) outlined recommendations for solving potential problems produced.

Indicators of achievement to trace and present in reporting

1. Methodology developed;
2. Number of pollutants proposed for screening;
3. Inter-calibration exercises considered;
4. Chapters in the Interim and Final Project Reports on the activities undertaken and results achieved.

3.4.7 PA7: Development of the web-based Black Sea Water Quality Database prototype

General description of the PA

The overall aim of this PA is to support the further development of Black Sea regional databases (components of BSIS) – Water Quality, *Mnemiopsis* and Phytoplankton and enhancing of their compatibility/interoperability with WISE-MARINE and SEIS.

Responsible partner/s: Ukrainian Scientific Center of Ecology of the Sea, Institute of Biology of Southern Seas, Marine Hydrophysical Institute, Black Sea Commission Permanent Secretariat

Involved partners: All partners shall be involved

Planned sub-activities and partners involved

Activity 7.1:	Further development of BSIS components and functionalities as web services	All partners
Activity 7.2:	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	All partners

Schedule of activities

Months 6-13	Scope analysis, designing improvements for the WQ, <i>Mnemiopsis</i> and Phytoplankton components of BSIS
Months 8-23	Development and testing the components and the integrated system, preparation of guidance document (manual)
Months 8-16	Designing and developing the web portal, supported by an online CMS and style sheets
Months 9-18	Compilation of experts opinions, investigating the possibilities for interaction between the central BS Water Quality Database and other BS regional data management infrastructures (under EmodNET, SeaDataNet), as well as the interoperability with the WISE-Marine (EEA) and SEIS
Months 9-24	Reporting on activities undertaken

Deliverables

Month 13	Position paper/Concept on the proposed developments of the WQ, <i>Mnemiopsis</i> and Phytoplankton components of BSIS, functional and technical specifications
Month 16	Designing and developing the webportal of BSIS (on the BSC webpage)
Month 23	Web-based WQ system, further developed <i>Mnemiopsis</i> and Phytoplankton data bases
Month 23	Manual (Guidance document) on the WQ database use and data upload
Month 24	Concept for the long-term maintenance of BSIS (in the Project Final Report) and experts opinions on the possibilities for interaction between the central BS Water Quality Database and other BS regional data management infrastructures (under EmodNET, SeaDataNet), as well as the interoperability with the WISE-Marine (EEA) and SEIS

Months 12, Chapters in the Project Reports on Activities undertaken
18, 24

Expected results (Milestones)

1. BS Water Quality and Mnemiopsis Database further developed;
2. Development of the regional Phytoplankton Data Base;
3. User guide and Documentation for technical staff and data managers prepared and circulated;
4. Concept for interaction between the central Black Sea Water Quality Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS;
5. Successful cooperation with other projects (MISIS, PERSEUS, COCONET, EmodNET, SEIS) in improving the BS data bases;
6. Proposals for the long-term maintenance and availability to the public of the databases formulated;
7. Provisions for handing over the database management to the beneficiaries elaborated.

Indicators of achievement to trace and present in reporting

1. Improved Water Quality Data Base;
2. Sustained *Mnemiopsis* data base;
3. Phytoplankton database development initiated and advanced;
4. Number of new data products produced;
5. Number of organizations using the new data base tools.

3.4.8 PA8: Dissemination of Knowledge and Best Practices, Public Awareness and Visibility

General description of the PA

The overall aim of this PA is to develop the Project ownership, visibility, widely disseminate results achieved/deliverables produced and to ensure the Project is not forgotten after it ends but will bring to generation of further activities (sustainability of the Project outcomes, in other words).

Responsible partner/s: UNDP, Odessa National University, Iv.Javakhishvili Tbilisi State University, State Oceanographic Institute

Involved partners: All partners shall be involved

Planned sub-activities and partners involved

Activity 8.1:	Promotion of the project, visibility of EC support, ownership development	All partners
Activity 8.2:	Raising awareness	All partners
Activity 8.3:	Dissemination of Project results, visibility of Project efforts	All partners

Schedule of activities

Months 1-5	Preparation of initial project materials, communication with stakeholders, webpage design
Months 11, 22	Organization of meetings with stakeholders (nationally to increase the visibility of the project)

Months 5-8	Preparation of Dissemination Plan, identification of End-User Core Group
Months 5-19	Preparation of project Logo, banner, leaflet, brochure, press releases, newsletters, etc.
Months 5-24	Regular preparation of friendly information for the web portals of the partners networks, and organization of joint events back to back with Black Sea Day, World Water Day and others. Project web page maintenance.
Months 5-24	Dissemination of Project results, visibility of Project efforts
Months 6-24	Reporting on activities undertaken

Deliverables

Months 9	Project Dissemination Plan
Months 4-7	Project Webpage
Months 4-8	Project Logo, banner, leaflet
Months 8-24	Brochure, press releases, newsletters
Months 6-24	Presentations (as per event)
Months 6,12,18, 24	Chapters in the Project Reports on Activities undertaken

Expected results (Milestones)

1. Project ownership developed;
2. Project visibility developed;
3. Public awareness raised;
4. Public education at different levels increased;
5. Knowledge and information on project outcomes disseminated.

Indicators of achievement to trace and present in reporting

1. Dissemination Plan produced;
2. Project webpage regularly nourished;
3. Project Logo, banner, leaflet produced;
4. Number of presentations at different meetings prepared and presented (or Posters);
5. Number of press releases;
6. Postings on web portals of networks and on the web page of the project regularly provided;
7. Project newsletter at the end of each year produced and published electronically;
8. Brochure on the project outcomes produced.

3.4.9 PA9: Management and coordination of the Action***General description of the PA***

The aim of this PA is to ensure smooth implementation of the project, production of quality deliverables, reports prepared according to the requirements of the Program (EuropeAid, ENPI East Regional Programme (Strategy Paper 2007-2013)) and submitted in due time, strong cooperation in between the partners and financial accountability of the project.

Responsible partner/s: UNDP

Involved partners: All partners

Planned sub-activities and partners involved

Activity 9.1:	Organisation of Steering Committee + Partners Meetings	UNDP with the support of all partners
Activity 9.2:	Development and sustaining of the project web-site	UNDP, All partners (to nourish it providing materials)
Activity 9.3	Collaboration with on-going projects/activities/initiatives	All Partners
Activity 9.4:	Preparation of Progress, Interim and Final reports	UNDP, all Partners
Activity 9.5:	Preparation of Financial reports	UNDP, all partners

Schedule of activities

Months 2-6	First Steering Committee + Partners meeting and Minutes preparation
Months 2-6	Development of the project web-site in operational phase
Months 2-6	Establishment of connections with relevant on-going activities
Months 6-7	Inception Report and 1 st Progress Report
Months 11-12	Second Steering Committee + Partners Meeting organised and Minutes from the Meeting prepared
Months 12-13	Interim Report (on the 1 st year activities)
Months 18-19	2 nd Progress Report
Months 23-24	Final Steering Committee+ Partners meeting organised and Minutes from the Meeting preparation
Months 2-24	Maintenance of the project web-site
Months 23-24	Final Report + Exit Strategy and plans for future activities

Deliverables

Month 6	Webpage
Months 6, 13, 24	Minutes of meetings (as per event)
Months 7, 13, 19, 24	Electronic publication of Progress, Interim and Final Reports
Months 12, 24	Financial reports

Expected results (Milestones)

1. A well-managed joint action reaching its scientific and technical objectives, without conflicts between the partners, without irregularities and with smooth reporting to the programme;
2. A well-managed joint action reaching consistent financial and manpower planning;
3. A well-managed joint action reaching quality assurance of all project reports to DG/Devco⁷ and other deliverables from PA9;
4. Strong cooperation with relevant on-going projects;
5. Well-organised and regularly nourished web page;
6. Project exit strategy and plans for future activities.

Indicators of achievement to trace and present in reporting

1. Webpage established and sustained;
2. Minutes of meetings produced;
3. Progress, Interim and Final Reports, including cost statements produced;
4. Exit strategy produced.

3.5 Project Deliverables

The Project deliverables and their release schedule are presented in table below. The Progress, Interim and Final Project Reports (due 7, 13, 19 and 24th month of the Project, as specified already) reflect the activities undertaken to produce the deliverables.

Result	Contract deliverable	Target date	Product and Reported in	Due on
1.	Inception review		Inception Report	30/06/13
2.	PA1 Diagnostic Report/Part I (on monitoring and data management tools)	30/11/13	Diagnostic Report /Part I	30/11/13
			Interim report ⁸	31/01/14
3.	PA1 Diagnostic Report/Part II (data availability, and assessment of operational monitoring cost-effectiveness, including options for its sustainable development based on regional cooperation)	31/12/13	Diagnostic Report/Part II	31/12/13
			Interim report	31/01/14
4.	PA4 Report on Infrastructure/equipment/vessels (availability and needs) and needs in training to further develop monitoring (Chapters in the Diagnostic Report)	15/12/13	Chapter in Diagnostic Report II	15/12/13
			Interim report	31/01/14
5.	PA5 Training Program	31/12/13	Program	31/12/13
			Interim report	31/01/14
6.	PA6 Methodology for Joint Surveys (design of the JS, incl. screening for new pollutants and evaluation of inter-comparisons) - <u>first outline</u>	31/12/13	Methodology	31/12/13
			Interim report	31/01/14
7.	PA2 List of compliance indicators	31/01/14	Annex to Progress report 2	31/07/14
8.	PA5 Materials for trainings	31/01/14 ⁹	Materials	31/01/14
			Progress report 2	31/07/14

⁷ European Commission, Directorate-General for Development and Cooperation – EuropeAid, For the attention of the Head of Unit of F3 – Regional Programmes Neighbourhood East, Office: J54 06/203, 1049 Brussels, Belgium

⁸ The report on the 1st Project year activities progress.

⁹ The training materials preparation shall continue after the target date to better take into consideration the capacity building needs related to the revised monitoring programmes.

Result	Contract deliverable	Target date	Product and Reported in	Due on
9.	PA7 Position paper/Concept on the proposed developments of the WQ component of BSIS, functional and technical specifications	31/01/14	Concept paper	31/01/14
			Progress report 2	31/07/14
10.	PA7 Designing and developing the webportal of BSIS (on the BSC webpage)	30/04/14	Progress report 2	31/07/14
11.	PA5 Organizations of trainings (supported by the responsible organizations for the logistics)	from 01/01/14 until 30/06/14	Progress report 2	31/07/14
12.	PA5 Trainings evaluations	30/06/14	Annex to Progress report 2	31/07/14
13.	PA3 Draft revised monitoring programmes (Note: Final Programmes can be produced after approval at governmental level and at the level of the BSC, therefore it may not happen in the lifetime of the Project)	30/06/14	Programmes	30/06/14
			Progress report 2	31/07/14
14.	PA5 Organizations of trainings (supported by the responsible organizations for the logistics)	from 01/07/14 until 30/11/14	Final report	31/12/14
15.	PA6 Methodology for Joint Surveys (design of the JS, incl. screening for new pollutants and evaluation of inter-comparisons) - <u>final</u>	31/08/14	Methodology	31/08/14
			Final report	31/12/14
16.	PA2 Water Quality/GES Classification Methodology	31/10/14	Methodology	31/10/14
			Final report	31/12/14
17.	PA3 Electronic publication of regional guidelines (biological monitoring) on the webpage of the project and if possible on the BSC webpage as well (Note: Which guidelines exactly will be attended is to be decided by the Project Partners)	31/10/14	Guidelines	31/10/14
			Final report	31/12/14
18.	PA5 Trainings evaluations	30/11/14	Annex to Final report	31/12/14
19.	PA5 Set of SOPs, QA/QC and DQC Guidelines	30/11/14	Set of Guidelines	30/11/14
			Final report	31/12/14
20.	PA7 Web-based WQ system	30/11/14	Final report	31/12/14
21.	PA7 Position paper/Concept on the proposed developments of the WQ, <i>Mnemiopsis</i> and Phytoplankton components of BSIS, functional and technical specifications	31/01/14	Annex to Interim report	31/01/14
22.	PA7 Manual (Guidance document) on the WQ database use and data upload	30/11/14	Final report	31/12/14
23.	PA7 Concept for the long-term maintenance of BSIS, including experts opinions on the possibilities for interaction between the central BS Water Quality Database and other BS regional data management infrastructures (under EmodNET, SeaDataNet), as well as the interoperability with the WISE-Marine (EEA) and SEIS ¹⁰	15/12/14	Final report	31/12/14
24.	Exit Strategy		Final report	31/12/14

¹⁰ EmodNET, SeaDataNet, SEIS - these are abbreviations of Projects, which have created or are in process of creating databases. Wise-Marine is the database of the European Environment Agency (EEA). SEIS is also Project of EEA.

3.6 Risks and Assumptions

The risks and assumptions considered during the project are described below.

Political support from the partner countries' ministries and agencies not only at national, but also at regional level is needed to reach the specific objectives.

The action takes into account policy statements made in Georgia and Ukraine that they aim at developing and applying integrated water management principles, including procedures using WFD and MSFD principles. For these countries, the approximation of their environmental legislation with that of the EU is part of the Eastern Partnership, whose aim is to develop *Association Agreements* between the EU and its Eastern Neighbours. It is assumed that policy orientation towards the EU will remain stable.

It is also assumed that governments will allocate the necessary resources to sustain the improved water management capacity built as part of this action. Although it is not assumed that all governments will adopt elements and principles of the MSFD in their plans, it is envisaged that they are ready and interested in learning and practicing its implementation on a pilot basis. This orientation was also confirmed during the last year of regular contacts with the relevant ministries of the beneficiary countries.

N	Risk Description	Impact and Probability	Countermeasures / Mngt
1.	Continuous administrative and structural difficulties and unstable political situation in the countries. At present, both Ukraine and Georgia are facing administrative reforms which impact the field of environment.	Difficulties in the identification of reliable institutional partners in the countries where the project is implemented. Probability:2 Impact:2	The project will permanently monitor the situation in the countries. Adaptive management approach will be used in working with the legal entities in the beneficiary countries. Participation of the Black Sea Commission in the Steering Committee and involvement in the project activities will ensure that relevant institutions are cooperating in the project.
2.	Environment protection is usually not among the priorities of partner countries' policies with their scarce financial resources.	Impact on reporting under Bucharest Convention and compliance with relevant EU legislation Probability: 2 Impact: 2	Careful and effective planning of project activities and capacity building are the key elements in the project methodology
3.	Inertia, where institutional practices of vertically organised responsibility do not change, even where legislation would appear to make it necessary.	Insufficient involvement of partners from beneficiary countries, lack of project ownership Probability: 2 Impact: 2	Adaptive management approach will be used in working with the legal entities in the beneficiary countries.
4.	Non-involvement or lack of interest of parties.	Insufficient involvement of partners from beneficiary countries, lack of project ownership	Experience from recent projects shows that this risk may be limited if project results and activities are agreed in advance and the countries' wishes are duly taken into account.

N	Risk Description	Impact and Probability	Countermeasures / Mngt
		Probability: 2 Impact:2	
5.	Weak common regional identity and poor legal framework at regional level can also threaten project performance.	Insufficient stakeholder awareness on the project and its results. Probability: 2 Impact: 2	Nonetheless a regional approach will be important if greater collective benefits and sustainable water resource management have to be achieved. Regional awareness raising and stakeholder involvement at all project cycle stages will help to create transparency, confidence and better understanding of the benefits of a joint approach.
6.	Overlapping initiatives and vested interests of actors, countries, organisations and donors.	Lack of coordination with other projects, duplication of the work already done. Probability: 2 Impact: 3	The project will build on and inform existing agreements and take steps to ensure complementarity.

Annex1: Terms of Reference for the Project Steering Committee”

I. General Provisions

The Steering Committee of the project (hereinafter referred to as the Committee) is established in order to provide general management and coordination, and to facilitate the implementation of the project. In its activities, the Committee is guided by the project document, EC requirements and UNDP procedures.

The Committee includes the Commissioners of Georgia, Russia and Ukraine in The Commission on the Protection of the Black Sea Against Pollution (BSC), BSC Permanent Secretariat Executive Director, and managers in charge of the project for the European Commission and UNDP (Bratislava regional and country offices in the project beneficiary countries). The National Focal Points from Georgia, Russia and Ukraine, representatives of project partners, other national and international agencies and projects, shall be invited as observers to the SC meetings, depending on the need to coordinate project activities and outputs. During discussions on financial issues the observers may be asked to not participate.

Memberships in the Committee as approved at its first meeting can be changed during the project by decision of the Committee and in the interests of efficient and effective project implementation.

Decisions of the Committee are passed by consensus.

The Committee is headed by the Chairperson. The Chairperson's position is rotating among the representatives of the beneficiary countries (either BS Commissioners or their nominees) to allow equal leadership and responsibility over the project implementation. The rotation will be based on the alphabetical order of the beneficiary countries. If the SC meets less than 3 times after the adoption of this ToR, co-chairing shall be employed.

The Committee will meet at project start to review inception findings; at completion of the first project year to be briefed on project progress and provide guidelines on how to address substantial project implementation issues; at the end of the project to review conclusions of draft final report and provide suggestions for follow-up. Upon necessity extraordinary SC meetings will be organized. Virtual Steering Committee meetings could also be conducted in view of saving resources or should logistic arrangements do not allow the SC members to meet in person.

The Committee meeting is legitimate if all SC members or their nominees are present. Members, who are not able to attend the meeting, should notify the Chairperson and the Project manager in writing latest two weeks in advance, sending contact details of their replacement. Observers will receive full information on the project and will be invited to take part in the discussions during the Partners and/or Committee meetings.

The project team (consisting of Project Manager, the Technical Advisor and Project Manager Assistant and other team members as adequate) acts as the Secretariat of the Committee and is responsible for preparation of all documents for the Committee meetings, timely notification of Committee members and observers about the forthcoming meeting and the project progress (including project reports and work plans), technical and organizational coordination of the meetings and their minutes. The Secretariat drafts the agenda and circulates it to the Committee members for agreement one month before the meeting. The minutes of meeting shall be prepared within two weeks after the meeting takes place and circulated for comments. The SC members shall respond within two weeks after receiving the minutes. If the Project manager receives no comments, tacit agreement is assumed. Final version of minutes shall be circulated within 30 calendar days after the meeting.

II. Functions and Tasks of the Committee

1. Review of project progress and relevant reports;
2. Alteration and amendment of the project within the existing strategy and approval of the workplan for the following executing period;
3. Support to the project team in the project implementation;
4. Evaluation of project results and advice for improvements;
5. Other tasks as agreed by the Committee.

II. Composition of the Committee

As specified above in the part General Provisions.

IV. Observers:

1. MISIS project
2. SEIS project
3. EPIRB project
4. Other projects, national and international organizations representatives, where adequate
5. National Focal Points for the project, nominated by the BSC Commissioners
6. Representatives of the Project Partners as adequate

Annex 2: List of Project Steering Committee members

N	Name	Organization	Position
		SC Members	
1	Nino Tskhadadze	Ministry of Environment Protection	BSC Commissioner - Georgia
2	Natalia Tretyakova	Ministry of Natural Resources and Environment	BSC Commissioner – Russia
3	Oleksandr Bon	Ministry of Ecology and Natural Resources	BSC Commissioner - Ukraine
4	Halil Ibrahim Sur	Black Sea Commission Permanent Secretariat	Director
5	Nicola Di Pietrantonio	EC, DG EuropeAid Development and Cooperation, Regional Programmes Neighbourhood East	Programme Manager
6	Vladimir Mamaev	UNDP Europe and the CIS, Bratislava Regional Centre	Regional Technical Advisor for International waters
7	Elena Panova	UNDP Ukraine	Deputy Country Director
8	Inita Paulovica	UNDP Georgia	Deputy Resident Representative
9	Nataly Olofinskaya	UNDP Russia	Head of Environment Unit
		Observers – SC Secretariat	
10	Vasiliy Kostushyn	UNDP Ukraine	Project manager
11	Violeta Velikova	UNDP BRC consultant	Technical Advisor
12	Marcela Fabianova	UNDP Europe and the CIS, Bratislava Regional Centre	Water Programme Analyst
		Observers	
13	Marine Arabidze	National Environment Agency	National Focal Point - Georgia
14	Alexander Korshenko	State Oceanographic Institute	National Focal Point - Russia
15	Oksana Tarasova	Ministry of Ecology and Natural Resources	National Focal Point - Ukraine

Annex 3: Proposal for cooperation of EMBLAS with other similar projects in the region

The implementation strategy of the EMBLAS project is based on duly taken into accounts results of all relevant projects in the region, including lessons learnt from previous and cooperation with ongoing projects. According to the Project Document the project is in particular envisaged to cooperate with the ongoing projects EPIRB (<http://blacksea-riverbasins.net/en>), MISIS (<http://www.misisproject.eu/>), PERSEUS (<http://www.perseus-net.eu>), SEIS (<http://enpi-seis.ew.eea.europa.eu/>) and COCONET (<http://www.coconet-fp7.eu/>) in those activities where overlapping may occur or joining efforts would be beneficial. Such cooperation was started already during the inception phase of EMBLAS, especially with MISIS.

Besides, representatives of the above listed projects were invited to attend the EMBLAS Inception Workshop and the first Steering Committee meeting as observers, and MISIS invited the EMBLAS Project Manager to their meeting in Varna in May 2013. The EMBLAS project manager attended in June 2013 a workshop, held in Athens, Greece, dedicated to the coordination of ongoing FP7 and other Programmes' Projects in the Mediterranean and the Black Sea regions.

One of the major outcomes of this workshop was the initiation of an agreement on regular exchange of information within FP7 and other projects through a common blog (news, articles or information on activities implementation that can be of mutual interest to share) and a special DropBox [<https://www.dropbox.com/home/Athens%20June%202013>] was also established for these projects. So far the Athens meeting documents, including all presentations given there by the projects managers, can be downloaded from DropBox. The common blog mentioned above is established on the existing MedSea website: "[Mediterranean Sea climate and environmental change](#)", which provides information on climate and environmental change in the Black Sea as well.

For further development of collaboration with other projects, at the first meeting of the EMBLAS Steering Committee the Secretariat was requested to prepare a proposal for inter-project cooperation and append it to the Inception Report.

Herewith, for the priority projects EPIRB, MISIS, PERSEUS, SEIS and COCONET, the following activities are proposed, with focus on increasing capacity, coordination and regular information flow exchange:

1. Continue inviting the project managers as observers to the EMBLAS meetings
2. Ask for access to project deliverables (those which are not for the wide public) and provide such in return
3. Provide technical support to the field work of the projects (preparation of programmes, communication between partners, logistics, etc.)
4. Organize joint workshops and trainings where possible
5. Cooperate in the revision of monitoring programmes
6. Cooperate in the harmonization process (drafting of methodologies, guidelines, selection of indicators, etc., general aligning btw the non-EU and EU-member states in the BS region)
7. Cooperate in work with national stakeholders

For MISIS and SEIS:

1. Join efforts to further develop the BSIS
2. Join efforts to improve data management in the BS region
3. Make sure together that governments support the activities implemented and cooperate in work with international stakeholders

4. Support the Bucharest Convention implementation and other relevant agreements

Other important ongoing projects in the BS region are: MEDINA (<http://www.medinaproject.eu/>), DEVOTES (<http://www.devotes-project.eu/>), MYOCEAN (<http://www.myocean.eu>), CLEANSEA (<http://www.cleansea-project.eu>), MERMAID (<http://www.mermaid-era.eu>), PEGASO (<http://www.pegasoproject.eu>), MARLISCO (<http://www.marlisco.eu>), etc. Possible cooperation with them will be also explored. Exchange of information and experience will be ensured.

EMBLAS will join efforts with all projects to increase public awareness, widely disseminate project results and, where possible, joint events such as Black Sea Day will be organized.

Annex 4: Draft ToR for National Focal Point

EU/UNDP Black Sea Project:

“Improving Environmental Monitoring in the Black Sea”, Acronym: EMBLAS

Background

The Project ‘Improving Environmental Monitoring in the Black Sea’ (EMBLAS), dedicated to the protection of the Black Sea environment, was prepared by the European Commission and UNDP (Bratislava Regional Center (BRC)) in 2012. . **The Project is co-financed by EC¹¹ and UNDP** and is implemented in the framework of the ENPI¹² East Regional Programme (see Strategy Paper 2007-2013¹³). The Project started on 1st of January 2013 and will end on 31st of December 2014, for a 24 months total duration. **Beneficiary countries are Georgia (GE), Russian Federation (RU) and Ukraine (UA).**

Turkey, Bulgaria and Romania will be associated (e.g. observers at steering committee meetings, participation in coordination meetings with the European Commission, exchange of information, participation in the technical working groups, trainings with their own funds) through the MISIS¹⁴ or other projects in which they participate. UNDP (Bratislava Regional Center) is the Coordinator of the Project, the following organizations are partners:

	Project Partners	Characteristics
1	Marine Hydrophysical Institute (MHI) – Ukraine	Public Scientific institution
2	Odessa National University I.I.Mechnikov (ONU) - Ukraine	Public Scientific institution
3	Ukrainian Scientific Center of Ecology of the Sea (UkrSCES) - Odessa, Ukraine	Public Scientific institution
4	A.O.Kovalevskiy Institute of Biology of Southern Seas (IBSS) - Sevastopol, Ukraine	Public Scientific institution
5	Odessa Branch, Institute of Biology of the Southern Seas, National Academy of Sciences of Ukraine (OB-IBSS) – Ukraine	Public Scientific institution
6	Iv.Javakhishvili Tbilisi State University (TSU) – Georgia	Public Scientific institution
7	National Environmental Agency “Black Sea Monitoring Center” (NEA) - Tbilisi, Georgia	Public Scientific institution
8	State Oceanographic Institute (SOI) - Russia	Public Scientific institution
9	P.P.Shirshov institute of oceanology Russian Academy of Sciences (SIO-RAS) - Russia	Public Scientific institution
10	Permanent Secretariat of the Black Sea Commission (BSC PS) - international	International organization

The Project will be implemented in cooperation with the Ministries of Environment and country offices of UNDP in GE, RU and UA. The Project Coordination Office is established in Odessa (IBSS premises).

¹¹ Decision N°: ENPI/2011/022-991; Budget line: B2011-19.080103.

¹² European Neighbourhood and Partnership Instrument.

¹³ The strategy was adopted by EC in March 2007 (see: http://ec.europa.eu/europeaid/where/neighbourhood/regional-cooperation/enpi-east/index_en.htm).

¹⁴ Project of EC DG Environment dedicated to Black Sea environment protection and dealing with improvements of monitoring *inter alia* as EMBLAS.

The Project will contribute to improving regional cooperation for the environmental protection of the Black Sea among the Black Sea riparian countries, in particular under the Bucharest Convention. The initiative will also strengthen capacities of the relevant national authorities for biological and chemical monitoring of water quality in the Black Sea.

The Project is considered as a preparatory activity that will pave the way to a full scale marine water monitoring project that will be dedicated *inter alia* to further harmonization with the requirements of the EU MSFD¹⁵ and the WFD¹⁶ and will allow some of the partner countries to further approximate their policy/legislation to those areas of the EU acquis which are relevant to the Association Agreements. EMBLAS will be implemented consistently with other ongoing projects in the Black Sea region. These include, among others, the “*Protection of freshwater and marine environments in the wider Black Sea region*” programme (CRIS N° ENPI/2009/021-924)¹⁷, MISIS (<http://www.misisproject.eu/>), SEIS (<http://enpi-seis.ew.eea.europa.eu/>), PERSEUS (<http://www.perseus-net.eu/site/content.php>), and COCONET (<http://www.coconet-fp7.eu/>).

Project objectives

The overall objective of the action is to set up initiatives that will help to improve the protection of the Black Sea environment.

The specific objectives are as follows:

- To improve availability and quality of data on the chemical and biological status of the Black Sea, in line with expected MSFD and Black Sea Strategic Action Plan needs;
- To improve partner countries' ability to perform marine environmental monitoring along MSFD principles, taking into account the Black Sea Diagnostic Report (http://www.blacksea-commission.org/_publ-BSDiagnosticReport2010.asp).

Project activities

PA1: Review of the national monitoring systems and of the methodological tools for assessing marine environmental data (Responsible organizations: UNDP; ONU, MHI,)

PA2: Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements (Responsible organization: BSC PS, Int)

PA3: Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD (Responsible organizations: SOI, IBSS, SIO-RAS)

PA4: Assessment of needs regarding laboratory infrastructure, equipment, and training (Responsible organizations: SIO-RAS, IBSS, TSU)

PA5: Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard (Responsible organizations: UkrSCES)

PA6: Prepare the methodology for Joint Black Sea Surveys (Responsible organizations: SIO RAS)

PA7: Development of the web-based Black Sea Water Quality Database prototype (Responsible organizations: UkrSCES, IBSS, MHI, BSC PC)

¹⁵ Marine Strategy Framework Directive, http://ec.europa.eu/environment/water/marine/directive_en.htm

¹⁶ Water Framework Directive, <http://ec.europa.eu/environment/water/water-framework/>

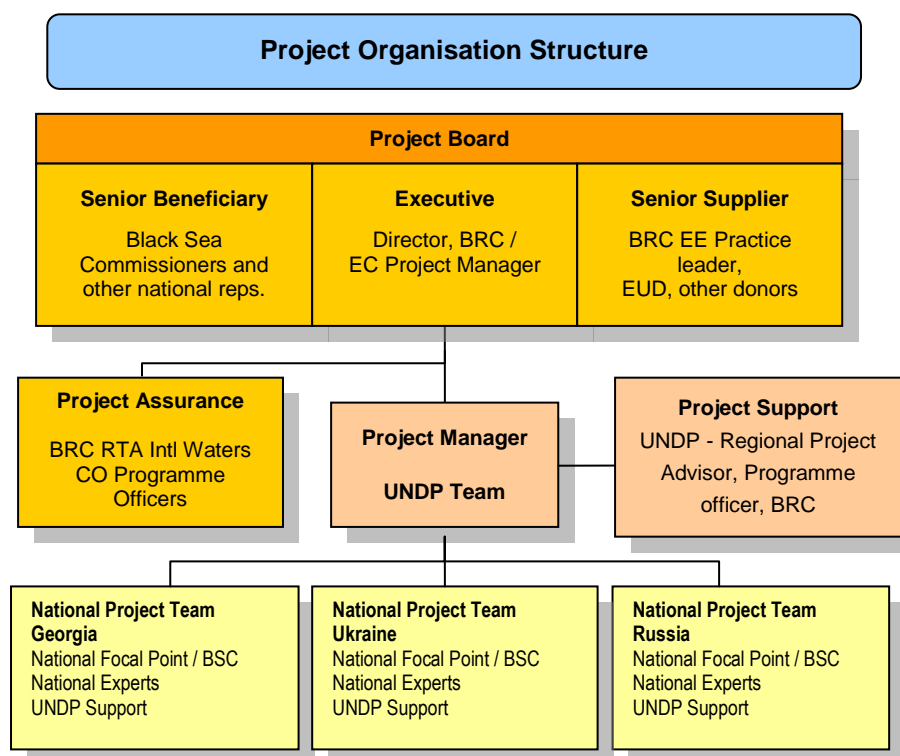
¹⁷ One of the projects currently implemented under this programme is the Environmental protection of International River Basins – EPIRB (ENPI/2011/279-666). As most of the trans-boundary rivers of the region discharge into the Black Sea, EPIRB will indirectly target the present preparatory activity. Therefore close coordination between the two initiatives must be ensured.

PA8: Dissemination of Knowledge and Best Practices, Public Awareness and Visibility (Responsible organizations: UNDP, ONU, TSU, SOI)

PA9: Management and coordination of the Action (Responsible organization: UNDP)

Project Organization and NFP

The Project organization is presented in the scheme below:



Abbreviations used in the scheme:

BSC	Commission on The Protection of the Black Sea Against Pollution
BRC	Bratislava Regional Center of UNDP
CO	Country Office
EE	Energy and Environment (Practice)
EC	European Commission
EUD	EU Delegation
Intl	International
RTA	Regional Technical Advisor
UNDP	United Nations Development Program

The National Focal Point (NFP) in each of the beneficiary countries shall be nominated by the respective Commissioner in the Commission on the Protection of the Black Sea Against Pollution.

The National Focal Point shall work home-based. NFP shall have an observer status to the Project Steering Committee (SC) and shall attend its meetings as well as those of the partners.

Knowledge and skills

The NFP is expected to have professional experience in the field of environment, in particular related to the project activities. In detail the following knowledge and skills are required:

- Higher education in a relevant field;
- Extensive professional experience (at least 10 years of proven records) in at least one of the following areas:
 - Marine environment monitoring, environmental data management and assessments
 - Coastal and marine biology and ecology
 - Laboratory Quality Assurance and Quality Control
 - Environmental and water legislation (EU and/or ENPI East) regulations and law enforcement
 - Climate change, sustainable management and protection of natural resources and ecosystems, and bio-diversity
 - IT and Databases
 - Public participation, stakeholder involvement, communication
- Regional/national experience in working with international/national projects in the areas specified above;
- Excellent research and analytical skills;
- Fluency and sufficient writing and communication skills in Russian and English;
- Ability to work in a team and deliver high quality results under time pressure.

Scope of work of the NFP

The NFP shall have the following responsibilities:

- Ensure advocacy and support to the implementation of the project;
- Liaise with the Ministry of Environment and in particular with the Commissioner in the BSC;
- Provide country based support to the Project manager, to the partners in his/her country and national experts where necessary;
- Make available local background information needed for achieving project goals;
- Liaise with key national stakeholders and other interested parties;
- Ensure wide dissemination of project deliverables and other project-related information;
- Work toward project ownership development and visibility of the project activities.

NFP, as an observer in the Project SC, shall participate in:

- Reviews of project progress and relevant reports;
- Alteration and amendment of the project within the existing strategy and approval of the work plan for the following executing period;
- Evaluation of project results and advice for improvements;
- Other tasks as agreed by the Committee.

The NFP shall actively participate in:

- Preparation of a detailed Project Implementation Plan, which shall closely link the activities of the project document, their structure and sequence to the project goals and objectives as outlined therein;
- Quality control of project deliverables;
- Organizations of meetings/workshops in his/her country.

The NFP shall ensure:

- Compilation of a list of national stakeholders to be shared with the project team;
- Dissemination of the Project Questionnaires to the national stakeholders and collection of feedbacks to be delivered to the Project manager;
- Organization of two national meetings with stakeholders to discuss important project issues (findings of the Diagnostic Report, revision of monitoring programmes, needs in infrastructure and equipment, etc.);
- Preparation of press releases in national media;
- Input to the project newsletter.

Reporting

The NFP shall report to the Project Manager with copy to UNDP and national Commissioner in the BSC.

Schedule

The NFP shall be contracted for the duration of the project starting with the date of nomination.

Expected Deliverables and payments:

Deliverable	Time-frame
List of stakeholders	July 2013
Feedbacks to Questionnaire N1	July 2013
Press release N1	August 2013
Feedbacks to Questionnaire N2	September 2013
Documentation and minutes of first national stakeholder meeting (if organized)	November 2013
Input to Project newsletter N1	December 2013
Press release N2	August 2014
Documentation and minutes of second national stakeholder meeting	October 2014
Input to Project newsletter N2	November 2014

Annex 5 Project Logframe

	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
Overall objectives	<i>What are the overall broader objectives to which the action will contribute?</i>	<i>What are the key indicators related to the overall objectives?</i>	<i>What are the sources of information for these indicators?</i>	
	The overall objective of the action is to set up initiatives that will help improve the protection of the Black Sea environment.	<p><i>Indicator 1: Support provided to improvements in monitoring</i></p> <p><i>Indicator 2: Support provided to improvements in data management</i></p> <p><i>Indicator 3: Support provided to development of ecosystem-based management (information/knowledge-based adaptive management) and harmonization of approaches to environment protection</i></p> <p><i>Indicator 4: Support provided to the implementation of the countries obligations under the Bucharest Convention</i></p> <p><i>Indicator 5: Support provided to capacity building in the field of environment protection</i></p>	<ul style="list-style-type: none"> Diagnostic Report II, including recommendations for revision of monitoring programmes Methodologies for water quality/GES classification and Joint Sureveys Manuals and Guidelines Trainings/workshops Web-based water quality system, further developed Phytoplankton and Mnemiopsis data bases 	
Specific objective	<i>What specific objective is the action intended to achieve to contribute to the overall objectives?</i>	<i>Which indicators clearly show that the objective of the action has been achieved?</i>	<i>What are the sources of information that exist or can be collected? What are the methods required to get this information?</i>	<i>Which factors and conditions outside the Beneficiary's responsibility are necessary to achieve that objective? (external conditions). Which risks should be taken into consideration?</i>
	The specific objectives are as follows: to improve availability and quality of data on the chemical and biological status of the Black Sea, in line with expected MSFD and Black Sea Strategic Action Plan needs; to improve partner countries' ability to perform marine environmental monitoring along MSFD principles, taking into account Black Sea Diagnostic Report.	<p><i>Indicator 1.: Level of involvement of national organizations responsible for monitoring</i></p> <p><i>Indicator 2.1. Further developed compliance indicators and indicator based reporting aimed at strengthening the Bucharest Convention implementation</i></p> <p><i>Indicator 2.2. Support provided to development of knowledge-based adaptive management and harmonization of approaches to environment protection</i></p> <p><i>Indicators 3: Revised monitoring programs and</i></p>	<ul style="list-style-type: none"> Project Report (Diagnostic Report II, including assessment of operational monitoring cost-effectiveness and options for its sustainable development based on regional cooperation) Water Quality /GES Classification Methodology Regional Guidelines for biological monitoring Project Report on the assessment of the needs regarding laboratory infrastructure/equipment and training (incl. options for equipment sharing and trainings) Relevant Chapters in the Interim and Final Project 	<ul style="list-style-type: none"> Continued endeavour of the beneficiary countries to harmonization and approximation with EU environmental policy/legislation. Cooperation of relevant authorities to find out the gaps in their work, responsiveness of data holders Good political will of relevant national authorities <p>Risks:</p>

	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
		<p><i>developed/updated relevant guidelines</i></p> <p><i>Indicator 4: Needs for laboratory infrastructure/equipment and training assessed</i></p> <p><i>Indicators 5:1. Strengthening the capacities of national reference laboratories, in terms of staff and methodologies</i></p> <p><i>Indicator 5.2. Monitoring-related training programme elaborated and initial implementation started</i></p> <p><i>Indicators 6: Available methodology for Survey, including the list of parameters and sites</i></p> <p><i>Indicator 7: Further developed Black Sea Water Quality, Phytoplankton and Mnemiopsis databases</i></p>	<p>Reports (incl. Training Program, evaluation of trainings and laboratories performance), Training materials, QC/QA manuals</p> <ul style="list-style-type: none"> • Methodology for Joint Surveys (design of the JS, incl. screening for new pollutants and evaluation of inter-comparisons) • Scope analysis of the Water Quality Database(in Project reports), functional and technical specifications, Web-based system for water Quality, Phytoplankton and Mnemiopsis 	<ul style="list-style-type: none"> • Continued administrative and structural difficulties and unstable political situation • Environment protection is usually not among the priorities of partner countries' policies with their scarce financial resources. • Inertia, where institutional practices of vertically organised responsibility do not change, even where legislation would appear to make it necessary. • Non-involvement or lack of interest of parties. • Weak common regional identity and poor compliance with regional/global level legislation can also threaten project performance.
Expected Results	<i>The results are the outputs envisaged to achieve the specific objective. What are the expected results? (enumerate them)</i>	<i>What are the indicators to measure whether and to what extent the action achieves the expected results?</i>	<i>What are the sources of information for these indicators?</i>	<ul style="list-style-type: none"> • What external conditions must be met to obtain the expected results on schedule?
	<p><i>1.1: Review of status of monitoring systems and data management/assessment tools, gap analysis for each country</i></p> <p><i>1.2: Recommendations for the further development of monitoring systems and tools for each country</i></p>	<ul style="list-style-type: none"> • Indicator 1.1: Level of involvement of national organizations responsible for monitoring • Number of relevant documents overviewed • Number of institutions contacted and which responded to the Questionnaire • Number of meetings/workshops at which the findings/recommendations are communicated • Number of organizations aware of the Diagnostic Report II and recommendations produced • Number of organizations positively reacting to the report and recommendations 	<ul style="list-style-type: none"> • Project Report (Diagnostic Report II, including assessment of operational monitoring cost-effectiveness and options for its sustainable development based on regional cooperation) • Relevant Chapters in the Progress, Interim and Final Project Reports • Meeting reports, questionnaires • Comprehensive Diagnostic report (II) compiled and recommendations to guide improvements in data collection and data management/assessment communicated • 	<ul style="list-style-type: none"> • Active participation of all partners • Responsiveness of relevant authorities/institutes in providing data/information • Availability of outcomes of previous and ongoing relevant projects • Cooperation with other projects
	<p><i>2.1: Indicator based reporting scheme further developed</i></p> <p><i>2.2: Support provided to the countries in harmonization of national policies with</i></p>	<p><i>Indicator 2.1. Further developed compliance indicators and indicator based reporting aimed at strengthening the Bucharest Convention implementation</i></p> <ul style="list-style-type: none"> • Number of stakeholders involved in consultations; 	<ul style="list-style-type: none"> • Water Quality /GES Classification Methodology • Relevant Chapters in Progress, Interim and Final Project Reports on the activities undertaken to support the implementation of the Bucharest 	<ul style="list-style-type: none"> • Continued endeavour of the beneficiary countries to harmonization and approximation with EU environmental policy/legislation.

	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
	<i>focus on common understanding of water quality/GES</i>	<ul style="list-style-type: none"> Number of compliance indicators developed <p><i>Indicator 2:2. Support provided to development of knowledge-based adaptive management and harmonization of approaches to environment protection</i></p> <ul style="list-style-type: none"> Number of organizations aware of the Methodology 	Convention and other related Conventions and Agreements and on the results achieved (incl. indicators further developed)	<ul style="list-style-type: none"> Cooperation of relevant authorities to find out the gaps in their work Good political will of relevant national authorities Project ownership developed
	<p>3.1: Recommendations for revision & extension of national monitoring programs, including new parameters, network of reference sites, etc.</p> <p>3.2: Guidelines for biological monitoring developed</p>	<p><i>Indicators 3: Revised monitoring programs and developed/updated relevant guidelines</i></p> <ul style="list-style-type: none"> Number of relevant documents overviewed Number of stakeholders involved in consultations; Number of Revised national and regional monitoring programs drafted Number of Regional Biological Monitoring Guidelines finalised and published Number of organizations informed about the revised Guidelines Concept for sustainable operational monitoring in the Black Sea region produced Number of organizations informed about the revision of the national and regional monitoring programs and number of feedbacks 	<ul style="list-style-type: none"> Project report on the revision of national and regional monitoring programmes (including operational monitoring) Regional Guidelines for biological monitoring Publication of guidelines 	<ul style="list-style-type: none"> Beneficiary states willing to improve their monitoring systems Continued endeavour of the beneficiary countries to harmonization and approximation with EU environmental policy/legislation. Cooperation with the private sector Project ownership developed Cooperation with other projects Cooperation with scientific institutions Preparedness of scientific institutions to work in a harmonised way
	<p>4.1: Analysis report on available equipment and needs and training necessities</p> <p>4.2: Recommendations to improve the efficient use of equipment and database on equipment availability</p>	<p><i>Indicator 4: Needs for laboratory infrastructure/equipment and training assessed</i></p> <ul style="list-style-type: none"> Number of institutions which responded to the questionnaire Number of laboratories informed about the capacities (equipment, infrastructure, experts) available in the region 	<ul style="list-style-type: none"> Project Report on the assessment of the needs and recommendations on efficient capacities use (incl. terms of equipment sharing) Comprehensive report on available equipment and needs and training necessities with recommendations to improve the efficient use of capacities 	<ul style="list-style-type: none"> Responsiveness of Reference and other Laboratories
	<p>5.1: Training programme & material prepared, SOPs and QA/QC manuals</p> <p>5.2: Trainings organized and capacities of Laboratories strengthened</p>	<p><i>Indicators 5:1. Strengthening the capacities of national reference laboratories, in terms of staff and methodologies</i></p> <p><i>Indicator 5.2. Monitoring-related training programme elaborated and initial implementation started</i></p> <ul style="list-style-type: none"> Number of trainings organised, number of 	<ul style="list-style-type: none"> Relevant Chapters in the Interim and Final Project Reports (incl. Training Program, evaluation of trainings and laboratories performance) Comprehensive training program developed and implementation initiated 	<ul style="list-style-type: none"> Responsiveness of Reference and other Laboratories Cooperation with other projects Capacity of Reference and other laboratories to apply recommended

	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
		<p>organizations participating number of experts trained</p> <ul style="list-style-type: none"> • Number of laboratories ready to apply QC/QA based on the regional guidelines • Number of methods harmonised • Number of organizations involved in harmonization of methods • Number of laboratories ready to apply the recommended methods 	<ul style="list-style-type: none"> • Training materials • QC/QA manuals • Lists of participants, training evaluations 	methods
	6.1: Methodology for Black Sea survey developed (including the list of parameters, sites), and technical support to joint surveys planned under other EU projects provided	<p>Indicators 6: Available methodology for Survey, including the list of parameters and sites.</p> <ul style="list-style-type: none"> • Number of pollutants proposed for screening 	<ul style="list-style-type: none"> • Methodology developed • Relevant Chapters in the Interim and Final Project Reports (on the design of the Joint Surveys, incl. screening for new pollutants and possible inter-comparison exercises) 	<ul style="list-style-type: none"> • Cooperation with other projects
	7.1: Concept for Web-Based Database agreed, programming and web portal tested/ 7.2: Guidelines for the database use and data upload, concept for the long-term maintenance	<p>Indicator 7: Improvement of the Black Sea Water Quality database, Phytoplankton and Mnemiopsis components of BSIS</p> <ul style="list-style-type: none"> • Number and type of new data sets stored; • Number of organizations using the new data base tools 	<ul style="list-style-type: none"> • Improved Water Quality Data Base; Phytoplankton and Mnemiopsis components of BSIS • Scope analysis (in Project reports) • Functional and technical specifications • Web-based system 	<ul style="list-style-type: none"> • Willingness to cooperate of institutes with local databases of biological and chemical data • Acceptance of the Black Sea technical data and information infrastructure
Activities	What are the key activities to be carried out and in what sequence in order to produce the expected results? (group the activities by result)	Means: What are the means required to implement these activities, e. g. personnel, equipment, training, studies, supplies, operational facilities, etc.	<p>What are the sources of information about action progress?</p> <p>Costs: What are the action costs? How are they classified? (breakdown in the Budget for the Action)</p>	What pre-conditions are required before the action starts? What conditions outside the Beneficiary's direct control have to be met for the implementation of the planned activities?
	<p>PA1: Review of the national monitoring systems and tools for assessing data obtained from monitoring activities</p> <p>PA2: Support to implementation of countries obligations under the Bucharest and other related Conventions and Agreements</p> <p>PA3: Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under</p>	<p>Required means:</p> <p><i>Human resources: project manager, technical advisor, administrative support, national consultants</i></p> <p><i>Travels: project team and national representatives travel to SC meetings, national trainings</i></p> <p><i>Equipment and supplies: basic equipment for the project office</i></p> <p><i>Local office costs: office rent, consumables, communication costs</i></p>	<p>Sources of information about progress:</p> <ul style="list-style-type: none"> • Project Technical/Scientific Reports • Project Steering Committee reports • Questionnaires • Trainings • Publications <p>Costs:</p> <p><i>Human resources: 553,410</i></p> <p><i>Travels: 33,760</i></p> <p><i>Equipment and Supplies: 12,000</i></p>	<ul style="list-style-type: none"> • Continued endeavour of the beneficiary countries to harmonization and approximation with EU environmental policy/legislation. • Commitment of relevant authorities/institutes to cooperate in providing data/information • Availability and utilization of outcomes of previous projects • Good political will of relevant national authorities

	Intervention logic	Objectively verifiable indicators of achievement	Sources and means of verification	Assumptions
	<p>multilateral environmental agreements, the WFD and the MSFD</p> <p>PA4: Assessment of needs regarding laboratory infrastructure, equipment, and training, promotion of the recommendations</p> <p>PA5: Elaboration and implementation of the comprehensive training programme on monitoring methods and quality assurance aiming at adhering to ISO 17025 standard, promotion</p> <p>PA6: Prepare methodology for Joint Black Sea Surveys</p> <p>PA7: Development of the web-based Black Sea Water Quality Database prototype</p>	<p><i>Other services: publications, studies and research services, translations, meeting organization services, visibility actions</i></p>	<p><i>Local office costs:55,200</i></p> <p><i>Other Services:339,275</i></p> <p><i>Indirect costs: 69,555</i></p> <p><i>TOTAL for action: 1,063,200 EUR</i></p>	<ul style="list-style-type: none"> • Beneficiary states willing to improve their monitoring systems • Preparedness of scientific institutions to work in a harmonised way • Responsiveness of Reference and other Laboratories • Capacity of Reference and other laboratories to apply recommended methods • Willingness of other projects to cooperate <p>Willingness to cooperate of institutes with local databases of biological & chemical data</p> <p>Acceptance of the Black Sea technical data and information infrastructure</p>

Annex 6 Overall workplan

Action Plan																								
Activity/ Month	2013 -Semester 1						2013- Semester 2						2014 -Semester 1						2014 - Semester 2					
	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
PA1: Review of the national monitoring systems and of the methodological tools for assessing marine environmental data																								
Activity 1.1: Review of the national monitoring systems and data/information management tools for assessing data obtained from monitoring activities with particular focus on biological quality/biodiversity components in marine environment monitoring (Ref: MSFD, Annex I and III)																								
Preparation Activity 1.1: Preparation of Questionnaire, communication with relevant organizations, review of documents, collation of information, and of lessons learned from previous projects, gap analysis				X	X	X	X	X	X															
Execution activity 1.1: Preparation of Report on gap analysis and recommendations (Diagnostic Report II/Part I)						X	X	X	X	X														
Activity 1.2: Review of data availability, analysis of the gaps in the assessments, including pressures, recommendations for measures to improve data availability and assessments (versus the needs of the MSFD, WFD and reporting obligations to the BSC)																								
Preparation Activity 1.2: Collation of information on data availability, analysis of gaps in the assessments					X	X	X	X	X	X														
Execution activity 1.2a: Preparation of Report on gap analysis and recommendations (Diagnostic Report II/Part II)								X	X	X	X													
Execution activity 1.2b: Promotion of the findings of the Gap Analysis (Part I and II), and recommendations for harmonization at the level of relevant authorities (by e-mail and during relevant meetings)											X	X	X	X	X	X	X	X						
PA2: Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements																								
Activity 2.1: Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions																								
Preparation activity 2.1: Communication with relevant organizations, review of documents, collation of information						X	X	X	X	X	X	X	X	X	X	X	X	X						
Execution activity: 2.1: Further development of compliance indicators and indicator-based reporting							X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

Action Plan																									
	2013 -Semester 1						2013- Semester 2						2014 -Semester 1						2014 - Semester 2						
Activity/ Month	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	
Activity 2.2. Harmonization of policies, including common understanding of water quality/GES, promotion																									
Preparation activity 2.2: Consultation with experts, organization of workshops						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			
Executive activity 2.2: Elaboration of Water Quality/GES Classification Methodology, promotion						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			
Execution activity 2.2b:Report on the activities undertaken											X	X										X	X	X	
PA3: Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD																									
Activity 3.1: Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)																									
Preparation Activity 3.1: Compilation of relevant documents (BEPs and BATs), needs in harmonization, clarification of the usefulness and cost-effectiveness of operational monitoring							X	X	X	X	X	X	X												
Execution activity 3.1a: Revision of the monitoring programmes, proposals on inclusion of operational monitoring										X	X	X	X	X	X	X	X								
Execution activity 3.1b: Promotion of the revised monitoring programmes																	X	X	X	X	X	X	X	X	
Activity 3.2. Further development of relevant guidelines																									
Preparation activity 3.2: Analysis of the needs							X	X	X	X	X														
Execution activity 3.2: Revision of guidelines										X	X	X	X	X	X	X	X	X	X	X	X	X			
PA 4: An assessment of needs regarding laboratory infrastructure, equipment, and training																									
Preparation Activity 4.1: Collation of information						X	X	X	X																
Execution activity 4.1a: Assessment of the needs, recommendations for sharing (Part of the Diagnostic Report II)								X	X	X	X														
Execution activity 4.1b: Promotion of the findings, and options for sharing and trainings												X	X	X	X	X	X	X	X						
PA 5: Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard																									
Preparation Activity 5.1: Analysis of the needs, preparation of program									X	X	X	X													
Execution activity 5.1: Preparation of materials, revision/elaboration of									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	

Action Plan																								
	2013 -Semester 1						2013- Semester 2						2014 -Semester 1						2014 - Semester 2					
Activity/ Month	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
guidelines, organization of trainings/workshops																								
PA 6: Prepare the methodology for Joint Black Sea Surveys																								
Activity 6.1: Survey methodology (based on the results of revision of monitoring programs), technical support to survey's organization planned under the projects MISIS, PERSEUS and/or COCONET																								
Preparation activity 6.1: Consultations with experts, communication with the project managers of MISIS, PERSEUS and COCONET										X	X	X	X											
Execution activity 6.1: Development of the Joint Surveys Methodology, technical support to the survey's organization planned under the projects MISIS, PERSEUS and/or COCONET)												X	X	X	X	X	X	X	X	X	X	X	X	X
PA7. Development of the web-based Black Sea Water Quality Database prototype																								
Activity 7.1: Further development of BSIS components and functionalities as web services																								
Preparation activity 7.1: Designing improvements for the Water Quality, Mnemiopsis and Phytoplankton components of BSIS						X	X	X	X	X	X	X	X											
Execution activity 7.1: Development and testing the components, preparation of guidance,								X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Activity 7.2: Investigating the possibilities for interaction between the central Black Sea Water Quality Database and other Black Sea regional data management infrastructures (e.g. created under Emodnet, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS																								
Preparation activity 7.2: Compilation of experts opinions									X	X	X	X	X	X	X	X	X	X						
Execution Activity 7.2: Report on the activity									X	X	X	X											X	X
PA 8: Dissemination of Knowledge and Best Practices, Public Awareness and Visibility																								
Activity 8.1: Promotion of the project, visibility of EC support, ownership development																								
Preparation Activity 8.1: Preparation of materials, communication with stakeholders, webpage	X	X	X	X	X	X	X						X	X	X	X	X	X	X	X	X	X	X	X
Execution Activity 8.1: Organization of meetings with stakeholders										X												X		

Action Plan																								
	2013 -Semester 1						2013- Semester 2						2014 -Semester 1						2014 - Semester 2					
Activity/ Month	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12
Activity 8.2: Raising awareness																								
Preparation Activity 8.2: Dissemination Plan; End-User Core Group					X	X	X																	
Execution activity 8.2a Project Logo, banner, leaflet, brochures, press releases, newsletters, etc.					X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					
Execution Activity 8.2b Regular preparation of friendly information for the web portals of the partners networks, and organization of joint events back to back with Black Sea Day, World Water Day and others. Project web page maintenance.					X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Activity 8.3: Dissemination of Project results, visibility of Project efforts					X	X	X	X	X	X	X	X				X	X	X	X	X	X	X	X	X
PA 9: Management and coordination of the Actions																								
Activity 9.1: Organisation of Kick-off, Steering Committee, Partners and Working Groups Meetings		X	X								X												X	
Preparation Activity 9.1: Preparation of three Steering Committee and Partners Meetings	X	X								X	X										X	X		
Execution Activity 9.1: Organisation of three Steering Committee and Partners Meetings		X									X											X		
Activity 9.2: Project Reports																								
Preparation Activity 9.2: Preparation of reports					X	X					X	X					X	X					X	X
Execution Activity 9.2: Electronic publication of reports						X						X					X							X

Annex 7: Minutes of Inception Workshop, Agenda, List of Participants

EU- UNDP Project: “Improving Environmental Monitoring in the Black Sea”

Inception Workshop, Odessa, 10 June 2013

Report

OPENING OF THE WORKSHOP

Chair: Vladimir Mamaev (UNDP-BRC)

In the opening session welcome remarks were given by representatives of UNDP, the European Commission, and the Black Sea Commissioners of the beneficiary countries of the EMBLAS project.

Mr. Vladimir Mamaev (UNDP Bratislava Regional Centre) shortly introduced the purpose of the Inception Workshop, summarizing the activities which have been undertaken so far in the frame of the inception phase, and invited participants to be active in discussions, giving opinions and helping to steer directions the project should go in its implementation.

Ms. Elena Panova (UNDP Ukraine) stressed the importance of the Black Sea from an environmental and socio-economic point of view. Deterioration of the Black Sea would lead to general environmental degradation and unbalanced economic development in the region; therefore it is crucial to join efforts aimed at the Black Sea protection. Ms. Panova mentioned that the Odessa declaration was one of the key regional documents for the Black Sea preservation, where the countries had expressed their commitment to protect and rehabilitate the Black Sea. Ms Panova also pointed out that the regular collection of data and further development of the Black Sea monitoring system were very important and mutual support and collaboration among the Black Sea countries and cooperation with the European Commission were the key to success. She thanked all project partners for their interest to participate in the project and expressed her belief that the project would contribute to the development of more efficient monitoring of the Black Sea.

Mr. Vladimir Mamaev emphasized the importance of partnership with scientific institutions and cooperation with the UNDP country offices.

Mr. Nicola Di Pietrantonio thanked all partners for the work done in the preparatory phase of the project. He pointed out that the EMBLAS project was fully compatible with the Bucharest Convention and other multilateral agreements, and in particular with the Black Sea Synergy, a regional cooperation initiative promoted by the EU that has a strong environmental component and where the environmental partnership is one of the key objectives. Mr. Di Pietrantonio also expressed the European Commission's expectation that the results of the innovative initiatives in the marine environment monitoring, promoted by EMBLAS will be used by the beneficiary countries in their environmental management practices. He stressed the fact that all project activities will have to be demand-driven, thus matching the needs of these countries.

Mr. Di Pietrantonio also emphasized that the current project is a preparatory action aimed to structure a more complex project which would require additional resources spanning over a longer period of time. In the coming months the project team will liaise with the beneficiary countries to fine-tune the activities of the full scale project whose implementation will start in 2014.

Ms. Nino Tskhadadze (Black Sea Commissioner – Georgia) reminded that Black Sea people have been jointly working on the Black Sea rehabilitation for 20 years now and some of the Odessa Declaration objectives have been already met; however Black Sea monitoring remains one of the main problems existing in the region. The present project is the continuation of the work done until now to go further and improve the state of the Black Sea. Ms Natalia Tretiakova (Black Sea Commissioner – Russian Federation) pointed out that the monitoring of the Black Sea was one of the tasks of the Black Sea Commission. She hopes that the project will be supporting the Commission in the implementation of the Bucharest Convention and will help to improve the Black Sea monitoring and cooperation among the countries.

Mr. Aleksandr Bon (Black Sea Commissioner – Ukraine) reminded that this year is the 20th anniversary since the signature of the Odessa Declaration on the Protection of the Black Sea, the 1st regional environmental soft-law document where the Black Sea countries committed to implement measures to protect and rehabilitate the Black Sea. He mentioned previous efforts of international donors, such as GEF (BSEP and BSERP projects) and EU (EuropeAid projects), that have funded projects supporting the development of national and regional monitoring and assessment programs. Mr. Bon emphasized the importance of EMBLAS to ensure continuity of the process and further contribution to improvement of the national monitoring and assessment systems, refining and advancing national reporting to the Bucharest Convention, and upgrading and further harmonizing the Black Sea Integrated Monitoring and Assessment Program (BSIMAP) using the experience gained by the EU member states in the Black Sea region. He pointed out that there were still challenges, as the project beneficiary countries had national monitoring systems in need for revision and harmonization and there would be a need also to find a common approach to the evaluation of the environmental status.

SESSION 1: PLANS AND STRATEGIES IN THE BLACK SEA REGION

Chair: Vladimir Mamaev (UNDP-BRC)

The session was opened by Mr. Yuvenaliy Zaitsev (IBSS, Odessa) with a presentation on “Improving Environmental Monitoring in the Black Sea: a new methodological approach”, where an overview was provided on the Black Sea state and its particularities, monitoring, bio-monitoring and assessment methods.

Mr. Nicola Di Pietrantonio provided a brief overview on the EU policies in the region, in particular on the Black Sea Synergy. This initiative is supporting cooperation between the countries surrounding the Black Sea and offers a forum for tackling common problems while encouraging political and economic reform. The BS Synergy addresses transport, energy and environmental issues, including security and climate change. He also pointed out the key to success of the EMBLAS project was the cooperation with other projects, in particular MISIS, that has some similar activities to EMBLAS (implemented in Bulgaria, Romania and Turkey), as well as other EU funded projects – COCONET, PERSEUS. Overlaps with other projects should be avoided and synergies should be achieved as much as possible.

Mr. Vladimir Mamaev spoke about the UNDP initiatives in the region since 1993, when the first GEF marine project was launched. UNDP was involved in the BS regional activities until 2008. During this period (1993-2008) UNDP supported a number of activities related to the Black Sea monitoring, but also encouraged private partnerships – e.g., with Coca-Cola to develop the Black Sea Educational Box to increase public awareness. There is a new GEF funded project under preparation, where UNDP will continue its work with the Black Sea countries and it will complement the EMBLAS project financially and programmatically.

SESSION 2: PRESENTING THE PROJECT

Chair: Nicola Di Pietrantonio (European Commission)

Ms. Violeta Velikova presented the history of the EMBLAS project preparation in the wider context of the ecosystem based management of environment protection, and links to the EU Water & Marine Strategy Framework Directives. She pointed out that the key deliverables of the project would be the Black Sea Diagnostic Report II, Guidelines and Databases and the key principles of project implementation were the best value for money; consultations with stakeholders; utilization of lessons learnt and taking on board best practices as well as wide dissemination and use of results.

Mr. Vasiliy Kostushyn (EMBLAS Project Manager) provided a brief overview on the project: general information, objectives, expected results, organizational structure, project team and project partners.

It has been also clarified that a Letter of Agreement (LoA) will be signed with each of the partners. LoA is a contractual modality that is used by UNDP when working with the governmental organizations or institutions. The budget for each partner will also include “overhead costs” in the rate of 7% from the budget allocated per institution.

SESSION 3: PROJECT ACTIVITIES IN DETAIL

Mr. Vasiliy Kostushyn (Project Manager) presented the 9 project activities in detail (ToRs). ToR for each activity includes: a list of responsible partner organizations, involved partners, a description of the main activity (aim) and its sub-activities, a schedule of activities, deliverables, expected results and indicators of achievement (details are provided in the Inception Report).

PA1: Review of the national monitoring systems and of the methodological tools for assessing marine environmental data

Discussion and conclusions:

There was a question, whether this activity was really necessary, since a few years ago this information was already collected and published in the BSC Diagnostic Report. It was clarified, that since that time there were quite a significant changes, for example in Georgia. Besides, the BSC Diagnostic report dealt mainly with the suitability of the BSC data in BSIS to calculate the EEA indicators and there was little information on the status of national monitoring systems and their relevance to meet the needs of the ecosystem approach to the Black Sea protection, as well as no information on the data management tools was provided. In addition, it is not possible to now change the structure of the project and list of its activities, as this was already communicated to the countries earlier and the project document was recently approved.

It was confirmed, that in this activity the many relevant organizations from the project beneficiary countries must be involved (all stakeholders), otherwise it would not be possible to gather the needed information on the real status of monitoring (national and other) in these countries, as well as on the data management tools and data availability/accessibility. The same applies to the experts inside the stakeholders organizations, who should be involved in the process of the information gathering.

This activity should be also included in the ToR for the National Focal Point (NFP), in addition it is necessary to request assistance from the BSC Commissioners. Without this it will be difficult for the project partners to gather information on monitoring. The ToR for NFP should be sent to all partner organizations. The participants agreed with these proposals.

It was agreed, that the Commissioners would formally support this activity, and provide a Cover Letter for the special Questionnaire prepared, that will be distributed in the beneficiary countries to the project stakeholders.

PA2 Harmonization of policies, including common understanding of water quality/GES, promotion

Discussion and conclusions: No comments from participants.

The BSC PS required more detail explanation of responsibilities, as they were appointed to undertake all the activities under this work package. In their ToR (Annex to the Letter of Agreement, which they will sign with UNDP/BRC) further explanation of their duties will be provided.

PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD

Discussion and conclusions

Marine Hydrophysical Institute (Sevastopol, Ukraine) should be included in the activity of PA3. The current plan of this activity includes only two experts, it will be probably necessary to increase this number. However, at the same time, the project is counting on a broad expert discussion at workshops to be organised, as well as on the input from the meetings of relevant Advisory Groups of BSC.

Atmospheric source of nutrients should be also considered in the revised monitoring programmes (some research is conducted by the Odessa National University at the Island of Zmeinyi, north-western Black Sea).

Monitoring of the Black Sea is done by state organizations, and not all data can be accessed and opened. The project will need to work not only with those organizations that are responsible for monitoring at the state level, but also with a variety of academic institutions which conduct research of the Black Sea and accumulate large amounts of data (some of them starting from the beginning of the 20th century). The project will need to collect all available information.

The existing BSIMAP (the regional monitoring and assessment program) should be attended by EMBLAS. This is one of the project priorities. It is important that all three countries - Georgia, Russia, and Ukraine participate and in a quality manner comply with this monitoring program. The revision of BSIMAP that is currently undertaken by the BSC should be taken into account. Best available monitoring programs that could help improve BSIMAP should be identified and used (e.g. the monitoring conducted in Institutions of Academies of Science). By using them EMBLAS shall prepare such proposals to the BS monitoring development that BSC Commissioners would then agree to promote at the national level.

National monitoring reports shall be consistent. However, not all countries outside the EU follow common approaches to monitoring. For example, Georgia plans to sign an Association Agreement with the EU which will imply the harmonization of part of its national legislation with that of the EU. Other countries may only partially use the WFD and MWFD, after a transition period of about 10-15 years. Some of the Ukrainian official documents related to the Black Sea are taking the MSFD into account. Russia is also moving towards a partial harmonization of activities and legislation with those of Western countries (e.g. in the case of cooperation in the Baltic Sea). Although the MSFD and the WFD are not legally binding documents for Russia, their principles are partially incorporated into the national legislation. Beside this there are other mechanisms for harmonization, including a common regional approach. For instance, for the Baltic Sea the joint Strategic Action Plan (SAP) is the basis for common approaches. The same should be agreed and developed for the Black Sea based on the signed BS SAP2009. The BS countries obligations under the Bucharest Convention and its SAP should be referred when EMBLAS plans the further development of the monitoring of the Black Sea.

PA4 AN ASSESSMENT OF NEEDS REGARDING LABORATORY INFRASTRUCTURE, EQUIPMENT, AND TRAINING

Discussion and conclusions

In the PA4, the partner organization from Russia SOI P.P. Shirshov will be added in order to have all three beneficiary countries represented.

An expert on biological monitoring should be added to the list of experts needed for this activity to better identify equipment and training needs.

Evaluation of equipment will not be made from scratch. A preliminary assessment of equipment needs was made a year ago in the frame of the SeasEra Project. The EPIRB project has also collected relevant information on this topic. It will also be necessary to think about the equipment for new monitoring methods/approaches to be introduced. The needs assessment should also take into account the revision of monitoring programs.

The Questionnaire developed for PA1 includes questions related to the information gathering under PA4 as well. It will be soon distributed to the partners for comments. Any suggestions and improvements are welcome.

PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard

Discussion and conclusions:

The trainings should be planned carefully and tailored to a specialist level. The trainings should ensure that there is a uniform approach to monitoring and an exchange of experience would facilitate this better than a standard training.

Training could be targeted to the use of new equipment for monitoring. As very often data from different laboratories is not comparable, training should help solve problems related to harmonization of methods of sampling and processing.

It will be necessary to also carry out inter-calibration and not only trainings. Trainings must comply with the monitoring program/s to be developed and contribute to quality performance.

The project can also support participation of the project partners' experts at any other relevant training program that could share available experience. Project partners are expected to inform the project management team about such programs. The project could also support visits to organizations that have excellence in the area of monitoring, for example by providing the possibility for experts to visit distinguished laboratories for an individual training.

It was suggested to add a Russian organization as responsible partner in PA5.

OB-IBSS has a research vessel available, regularly used for expeditions, which can be used for the training program. This can be considered in the next phase of the project, since the current preparatory phase has only a limited budget.

Odessa National University has a Marine Biological Station that is located at the coast of the Odessa Bay. It is equipped with boats and can be also used for future trainings.

OB-IBSS has already developed methods for standard biological monitoring that could be used in future training program.

It has been agreed, that the project should use virtual (on-line) workshops or trainings as well, using modern means of communication that will be cost-effective and save funds.

The MISIS project already agreed on training/inter-comparison for their experts with the laboratory in Monaco (IAEA). It is possible to explore the possibility to have training/inter-comparison not only for the specialists from Romania, Bulgaria and Turkey, but from all six Black Sea countries. BSC PS is using Questionnaire for inter-comparisons (chemical parameters), which is also an option for EMBLAS to help increasing the number of laboratories involved.

The project is planning to develop a set of SOPs, QA/QC and DQC Guidelines. As this is a huge work, it could be difficult to complete it within the project time frame. It was clarified that there was no need to start this activity from scratch, as a large number of excellent guidelines already exist. However, it will be necessary to choose the best among them and see how they can be adapted to the work in the Black Sea region. Attention should also be paid to the exchange of experiences with other regions, for example the Baltic and the Caspian Seas.

PA6 PREPARE THE METHODOLOGY FOR JOINT BLACK SEA SURVEYS

Discussion and conclusions:

A clarification has been made regarding the meaning of “Joint Surveys”. Within this activity the project is planning to develop several options / scenarios for carrying out the surveys. In the past UkrSCES has been proposing to carry out Joint Surveys in the form of a regional cruise on the Black Sea, with the participation of experts from different countries. The MISIS project has already prepared such a cruise, which will be conducted in July 2013. Therefore the MISIS experience could be taken into account. However, the Joint Survey should not be limited to a cruise format only. It has been suggested that it would be very effective to conduct simultaneous field research by national teams within their national waters.

PA7 Development of the web-based Black Sea Water Quality Database prototype

Discussion and conclusions:

In the PA7 the role of the BSC PS will be critical since they are responsible for annual compilation of data from the Black Sea Countries and preparation of different reports.

It will be important to set up the rules for the database usage, e.g. what kind of information from the Database can be available for the data providers, the authorship, etc. Many existing databases are not for public use and it is difficult to obtain data from them.

In the case of the Black Sea, the Bucharest Convention envisages free exchange of data. However, the database that is maintained by PS BSC (BSIS) is not open to the public because the quality of the collected data has not been properly evaluated yet. Thus, after quality control the data in BSIS should be opened for the wide public. Some of the project partners have good experience with web-based databases (e.g. UkrSCES), that are also publicly available.

One of the options would be that the database should not make the raw data available, but only the analytical presentations, products that are ready for use – maps, graphs, etc. (as it is planned by the project – not only the data collection, but also data presentation).

It has been suggested that at the initial stage of developing the database it will be necessary to hold a meeting with a wide range of experts to discuss the issues mentioned above. The existing database of BSC (developed by and based in UkrSCES) has a lot of data that needs to be “cleaned-up”. The software of the database should provide the ability to statistically analyze data and prepare reports - charts, graphs, maps, etc.

The specification of the needed number of experts in this PA will be done during the course of the project, according to the needs.

PA8 DISSEMINATION OF KNOWLEDGE AND BEST PRACTICES, PUBLIC AWARENESS AND VISIBILITY

Discussion and conclusions:

It has been proposed to also add a partner from Russia to the PA8, so that all countries are covered for the dissemination of information.

The project should not only disseminate the information about the project but also feedback from the target groups should be collected. Therefore the priority target groups should be clearly identified. The project partners should use any opportunity to disseminate information on the project.

SESSION 4: COOPERATION AND COORDINATION WITH PROJECT PARTNERS AND OTHER INITIATIVES

Chair: Vasiliy Kostushyn (UNDP Project Manager)

At this session each of the project partners made a short presentation of their organization with emphasis on the activities that can be used by the project.

The Marine Hydrophysical Institute (MHI) – Ukraine was presented by Mr. Sergei Konovalov. He introduced the MHI departments and key activities carried out by the institute, like remote sensing, monitoring of the Black Sea by drifting buoys, monitoring of oxygen and H₂S, the carbon cycle in the Black Sea, voltammetric profiling of sediments, modelling the biogeochemical structure, data processing and management. He also mentioned a long list of international & national activities where the MHI is involved and that they are relevant to the EMBLAS project (producing National atlas of Ukraine, Oceanographic atlas of Black and Azov Seas, a number of FP7 research projects – EMODNET, MARE, HYPOX, ARENA, SESAME, PERSEUS, PEGASO, MyOcean, etc.)

The Odessa National I.I.Mechnikov University (ONU) - Ukraine, was presented by Mr. Volodimir Medinets. He highlighted the experience of ONU in the national projects related to assessment and development of integrated ecological monitoring systems, marine environment monitoring systems, research and assessment in the context of the Bucharest Convention and Water Framework Directive. ONU has also extensive experience with international projects (FP6 and FP7 research programs). In particular, the EMBLAS project could cooperate with or use the results of ENVIROGRIDS, PERSEUS, and Upgrade BlackSeaScene). ONU has available various equipment and infrastructure for field investigations and monitoring and training. Mr. Medinets also brought a number of issues that the project team should consider during the inception and implementation phase. In particular: i) the contractual arrangements between partners and UNDP should be finalized as soon as possible; ii) clear goals should be defined for the future BS Monitoring institutional framework and program, including plans for funding and sustainability – this should be also agreed with the Black Sea Commission; iii) the existing BSIMAP is dealing only with coastal waters; iv) the current Black Sea database (national monitoring annual reports) are currently closed for the scientific community and public – EMBLAS project should agree with commissioners to make the documents available, and this probably will need to be discussed at a BS Commission meeting.

The Ukrainian Scientific Center of Ecology of the Sea (UkrSCES) - Odessa, Ukraine was presented by Mr. Richard Lisovsky and Mr. Yuri Denga. They presented a short overview of the activities of the Centre, its structure, availability of information & database structure and spatial distribution of data of UkrSCES, portal of interactive map service, etc. UkrSCES has also extensive experience in international projects (FP6 and FP7 scheme, INTERREG) and inter-comparison exercises. It has been

suggested that EMBLAS should cooperate with or use the results of Black Sea SCENE, Up Grade BS SCENE, EMODNET, SEADATA NET, EnviroGRIDS, PERSEUS, CoCoNet, and Baltic2Black.

The A.O.Kovalevskiy Institute of Biology of Southern Seas (IBSS) - Sevastopol, Ukraine, was presented by Mr. Aleksandr Boltachev. He has introduced the Institute's main research areas, the available data collected and managed by the IBSS – historical data, monitoring program of IBSS & stations in the Crimea coastal zone, Sevastopol Bay, etc., cruises of the research vessel Professor Vodyanitskiy and its equipment and operation; hydrobiological investigation parameters; long-term monitoring that includes monitoring of sources, levels, inventory of the Black Sea man-made radioactivity, its evolution and environmental dose assessment. IBSS is or has been also involved in many European Research projects (FP6 and FP7 schemes) - EURO-OCEANS, SESAME, EnviroGRIDS, PERSEUS and participated at an Intercalibration Cruise organized by the SESAME project.

The Odessa Branch, Institute of Biology of the Southern Seas, National Academy of Sciences of Ukraine (OB-IBSS) – Ukraine, was presented by Mr. Borys Alexandrov. He presented the work of the OB-IBSS in the context of the EMBLAS project activities – preparation of manuals for biological monitoring, participation of OB-IBSS in the intl. expeditions organized by the BSC, participation in the development of the MSFD criteria and indicators. OB-IBSS is also participating in a number of projects related to the data exchange from the marine monitoring, marine protected areas, environmental monitoring, assessment and data exchange in the Danube Delta region, development of common intraregional monitoring systems, etc. (EU “Black Sea crossborder cooperation “ and FP7 schemes). Given the range of experience, OB-IBSS is ready to be a responsible partner not only for PA3, but also in PA2, PA5 and PA6.

The Iv.Javakhishvili Tbilisi State University (TSU) – Georgia, was presented by Ms. Madona Varshanidze. She introduced the activities carried out by TSU in recent years in relation to the project main topics, within international projects (FP6 and FP7 scheme) where TSU is or has been involved (ARENA, ASCABOS, SEADATANET 1-2, Black Sea Scene and Upgrade Black Sea Scene, SESAME, EMODNET 1-2, PERSEUS etc.). The activities of TSU that are relevant for EMBLAS are aimed to collect, acquire, process, store and disseminate the marine data and metadata sampled by Georgian institutes and agencies and to provide graduate level education in marine sciences.

The National Environmental Agency “Black Sea Monitoring Center” (NEA) - Tbilisi, Georgia, was presented by Ms. Marine Arabidze. She presented the structure of NEA, and its scope of work, that includes preparation and approval of monitoring stations and programs, organizing of expeditions, sampling, chemical, biological and microbiological analyzes, data assessment and reports. She also mentioned the projects where NEA is or has been involved (EPIRB, COCONET, etc).

The State Oceanographic Institute (SOI) – Russia, was presented by Mr. Aleksander Korshenko. He briefly introduced the data sources from the State Russian monitoring system for the Black Sea - Tuapse and Sochi centres and the results of monitoring in 1996-2012. He also made some suggestions to be considered for the new monitoring system - at international level, country and local level in Russia.

The P.P.Shirshov Institute of Oceanology Russian Academy of Sciences (SIO-RAS) - Russia, was presented by Mr. Aleksander Mikaelyan. He informed about the relevant data collected in the frame of national monitoring programs (Gelendzhik and Golubaya bays), as well as other programs, targeting the whole ecosystem of the shelf and open waters, using multidiscipline approach to the ecosystem monitoring, which includes physical, chemical and biological parameters. He has also mentioned the experience in collaboration with finalized and ongoing similar projects in the Black Sea region (COMSBlack, EU Projects SESAME, Black Sea SCENE, PERSEUS, COCONET) and the results of those projects, which should be taken into account/used by EMBLAS.

The Permanent Secretariat of the Black Sea Commission (BSC PS), was represented by Mr. Kiril Iliev and Ms. Valeria Abaza. They presented relevant experience for the EMBLAS activities, in particular with the regional monitoring and assessment programme (BSIMAP), development of manuals for biological monitoring, preparation of Diagnostic Report to guide improvement of the regular reporting process on the state of the Black Sea environment, database development, etc. They also mentioned the relevant projects where the BSC PS was or is involved as partner or observer (UpGrade BS SCENE, MSFD project, CASPINFO, MONINFO I & II, EnviroGRIDS, Baltic2Black, PERSEUS, COCONET, MISIS). It was also proposed to cooperate with the FP7 project - DEVOTES – DEVELOPMENT Of innovative Tools for understanding marine biodiversity and assessing good Environmental Status.

In addition to the project partners, Ms. Laura Boicenco, manager of MISIS, shortly introduced the MISIS project, carried out in the remaining Black Sea countries (BG, RO, TR), which has some similar activities as EMBLAS.

The bilateral meetings with project partners were held the next day, after the Project Steering Committee.

INCEPTION WORKSHOP and 1st STEERING COMMITTEE MEETING

EU-UNDP Project “Improving Environmental Monitoring in the Black Sea” (EMBLAS)

Dates: 10-11 June 2013

Venue: Hotel Chernoye More, Panteleimonovskaya str.25, Odessa

Language: Russian and English

Draft Agenda

Monday, 10th June 2013

8.30 – 9.00	Registration
9.00 – 9.30	Opening of the Workshop <i>Chair: Vladimir Mamaev (UNDP-BRC)</i> <i>Welcoming Remarks: (UNDP Ukraine), (EC);</i> Countries representatives
9.30 – 10.00	Session 1: Plans and strategies in the Black Sea Region <i>Setting the scene: Yuvenaliy Zaitsev (IBSS, Odessa) Improving Environmental Monitoring in the Black Sea: a new methodological approach.</i> <ul style="list-style-type: none"> • EU in the Black Sea • UNDP support to the Black Sea countries • Discussion
10.00 – 10.45	Session 2: Presenting the Project: General Overview <i>Chair: Nicola DI PIETRANTONIO</i> <i>Presenter: Vasiliy Kostiusyn (UNDP Project Manager)</i> <ul style="list-style-type: none"> • Project objectives and expected results • Project management arrangements / organizational structure – project team - project partners • Discussion
10.45 – 11.15	Coffee Break and a press-briefing
11.15 – 13.00	Session 3: Project Activities in detail: <i>Chair: Vladimir Mamaev</i> <i>Presenters: Vasiliy Kostiusyn (UNDP Project Manager) and</i> <i>Violeta Velikova (UNDP Technical Advisor)</i> PA1 - PA4 <ul style="list-style-type: none"> • Deliverables • Timeframe • Role of the project partners • Discussion
13.00 – 14.30	Lunch
14.30 – 16.15	Session 3 (continuation): PA 5 - PA9 <ul style="list-style-type: none"> • Deliverables • Timeframe • Role of the project partners • Discussion
16.15 – 16.30	Coffee Break
16.30 – 17.30	Session 4: Cooperation and Coordination with Project Partners and other Initiatives <i>Chair: Vasiliy Kostiusyn (UNDP Project Manager)</i> <ul style="list-style-type: none"> • Project partners • Other projects / other donors • Discussion
17.30 – 18.00	Conclusions and next steps
19.00 – 22.00	Odessa Declaration – 20 years of regional cooperation for conservation and restoration of Black Sea ecosystem Reception (at the hotel)

INCEPTION WORKSHOP and 1st STEERING COMMITTEE MEETING

EU-UNDP Project “Improving Environmental Monitoring in the Black Sea” (EMBLAS)

List of participants

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Annex 8: Minutes of the First Steering Committee meeting, Agenda, List of Participants

EU- UNDP Project: “Improving Environmental Monitoring in the Black Sea” - EMBLAS

1st Steering Committee Meeting, Odessa, 11 June 2013

Report

The Steering Committee (SC) meeting has been opened by Mr. Vladimir Mamaev. The following issues have been discussed:

Steering Committee composition and mandate (ToR)

The composition of the Steering Committee is as follows:

- Full members of the SC with voting rights are the Black Sea Commissioners from the three beneficiary countries, representatives from EC/EuropeAid, UNDP Bratislava Centre, UNDP country offices – Georgia, Russia, Ukraine and the Director of the Black Sea Commission Permanent Secretariat;
- The Project Manager, the Technical Advisor and the Project Assistant are the Secretariat of the SC. The observers that can be present at the SC meeting are the National Focal Points (NFPs) from the three countries, representatives of the MISIS and EPIRB projects, and invited guests as needed (e.g. project partners). During the discussion on financial matters the observers may be asked not to participate in the meeting.

The Terms of Reference of the Project Steering Committee were discussed and approved. In this framework it was clarified that:

- The presence of NFPs in the Steering Committee meetings does not represent a conflict of interests, as they have an observer status without voting rights. As the NFP are paid by the project, they cannot be full members of the SC;
- The Black Sea Commission PS will be represented by its Director as a representative of the Bucharest Convention. Therefore s/he will be full member of the SC;
- The preparation of the SC meetings is the responsibility of the SC Secretariat. The Secretariat drafts the agenda and circulates it to the Steering Committee members for agreement before the meeting. The minutes of meeting should be prepared within two weeks after the meeting takes place and sent out for comments which should reach the Secretariat within two weeks. This point shall be added to the general provisions of the ToR for the Steering Committee. The minutes of the Inception workshop shall be circulated together with the Inception Report;
- According to the ToR, the SC will meet once a year. However such meetings shall be held more frequently if needed. Virtual SC meetings could also be organized in view of saving resources or should logistic arrangement do not allow the SC members to meet in person. The next SC meeting is scheduled for June 2014. The preliminary proposal is to organize it again in Odessa. This decision is pending confirmation should any of the partner countries decide to host the meeting. Such decision will have to be communicated to the Secretariat in due time in order to allow it making the necessary arrangements;
- The members of the SC decided that the ToR for this body shall also clarify the rotation of the chairmanship and the relevant procedures. The Secretariat is requested to add these points to the ToR.

Monitoring of project progress and evaluation

The project monitoring was discussed. A mid-term EC-funded monitoring mission will be organized and implemented by independent experts. UNDP will carry out an external evaluation at the end of the project.

It was decided that the EC and UNDP will perform a joint evaluation of the project. Partner countries and stakeholders will be involved in the evaluation in view of better shaping the next phase of the project.

The project LogFrame was discussed and approved with no changes. It should be noted that, being the UNDP and EC logframe identical, it will be easier to monitor the progress of the project.

Project Work Plan

The project work plan for Year-1 was presented, discussed and approved.

No major changes were introduced in comparison with the initial Project Document, except for the adjustment of the time schedule. It has been agreed that the Work Plan will be included in the Inception Report.

It was also suggested to prepare an organizational scheme of the project that could a sequenced implementation of activities and the relevant dependencies.

Project Budget

The project budget was presented and approved. Overall budget allocations were proposed as follows:

Costs	TOTAL Costs (in EUR)	st 1 st year budget	TOTAL Costs (USD)	st 1 st year budget
1. Human Resources - Project experts, team, allowances (meetings)	553,410	284,505	716,852	368,530
2. Travel (tickets)	33,760	16,880	43,731	21,865
3. Equipment and supplies (project office)	12,000	12,000	15,544	15,544
4. Local office (rent)	55,200	27,600	71,503	35,751
5. Other costs, services (research, studies – work of partners, translations, publications, etc.)	339,275	217,312	439,475	281,493
6. Indirect costs, 7%	69,555	39,081	90,097	50,623
7. Total eligible costs	1,063,200	597,378	1,377,202	773,806

UNDP will make a contract with each of the project implementing partners and, in addition, national experts will be hired as needed. The available budget per partner is estimated at up to 35,000 EUR. This figure includes the costs of experts associated to the activities.

The estimation of budget allocation per country could only be done at a later stage, when the needed number of experts will be determined. It was underlined that the cost of experts can vary from country to country.

It was agreed that the budget allocated to partner institutions needs to include “overhead costs” for a total 7% ceiling. UNDP will make sure that overheads are correctly considered and included in the appropriate project budget line.

Cooperation with other projects

According to the Project Document the project is requested to cooperate with other projects such as EPIRB, MISIS, PERSEUS, COCONET, etc. It was agreed that the Project Manager will establish contacts with all these projects in order to establish fruitful cooperation. The Steering Committee requested the Secretariat to prepare a proposal for inter-project cooperation to append to the Inception Report.

Other issues

National Focal Points have been nominated for Russia (Mr. Korshenko) and Georgia (Ms. Arabidze). At the time of the SC meeting Ukraine had not nominated any expert yet. NFP will be contracted by UNDP. It was also clarified that if a NFP is a civil servant from one of the beneficiary countries, UNDP will need to receive a “no objection letter” from his/her organization stating that the person is allowed to take an UNDP assignment and that no need to take an unpaid leave exists.

According to Ukrainian legislation all international projects should be officially registered at the Ministry of Economy. UNDP will clarify this issue with the relevant authorities and will act accordingly. The Delegation of the European Union to Ukraine will assist in this task as needed.

DECISION AND RECOMMENDATIONS:

1) SC composition:

- **Members:** Commissioners from the three beneficiary countries, representatives from EC, UNDP (Bratislava Centre and Country offices), Director of the Black Sea Commission Permanent Secretariat;
- **SC Secretariat** - Project Manager, Technical Advisor and Project assistant (observer status);
- **Observers:** NFP from Georgia, Russia, Ukraine, representatives of MISIS project, EPIRB project and other invited guests, as needed (e.g. project partners). During the discussion on the financial matters the observers may be asked not to participate in the meeting.

2) SC meetings

- The Preparation of the SC meetings is the responsibility of the SC Secretariat;
- The Secretariat will prepare a draft agenda and will circulate it to the SC members for comments and approval before the meeting;
- The minutes of SC meetings should be prepared within two weeks after the meeting takes place and sent out for comments which should reach the Secretariat within two weeks (it should be added to general provisions of the ToR for the SC);
- According to the ToR, the SC will meet once a year; however such meetings shall be held more frequently if need be. Virtual SC meetings could also be organized in view of saving resources or should logistic arrangement do not allow the SC members to meet in person;
- The next SC meeting is scheduled for June 2014. The preliminary proposal is to organize it again in Odessa, however it should be confirmed whether any of the other partner countries decides to host the meeting.

- The ToR for the Steering Committee should clarify the procedure for the rotation of the chairmanship of the SC meetings.

3) Monitoring of project progress and evaluation

- There were no changes proposed to the LogFrame from the Project Document, since it was developed & approved by the end of 2012 and no adjustments are necessary;
- Project evaluation will be done by joint EC/UNDP mission. EU will hire an independent external expert for this. The national partners and stakeholders will be involved in the evaluation through interviews.

4) Project Work Plan and Project Budget

- No major changes were introduced in the Work Plan compared to the initial Project Document, except for the adjustment of the time schedule. It was agreed that the Work Plan will be included in the Inception Report;
- The budget for the first year was approved in the amount of 597,378 EUR (773,806 USD);
- The budget per partner is estimated at up to 35,000 EUR, including costs of experts associated to the activities;
- The budget allocated to partner organizations needs to include “overhead costs” for a total 7% ceiling.

5) Cooperation with other projects

- The Project Manager should establish cooperation with the EPIRB, MISIS, PERSEUS, COCONET projects and, if necessary, with any other appropriate project. The Steering Committee requested the Secretariat to prepare a proposal for inter-project cooperation to append to the Inception Report.

6) Other issues

- Ukraine needs to nominate NFP for the project as soon as possible;
- UNDP Ukraine should check the need for official registration of the EMBLAS project in accordance to Ukrainian legislation;
- The SC asked to finalize the Inception Report and Minutes of the meeting within two weeks after the meeting and distribute it among the participants for comments for another 4 weeks.

AGENDA

FIRST STEERING COMMITTEE MEETING Tuesday, 11th June 2013	
9.00 – 9.20	Opening of the meeting / Adoption of the agenda <i>Chair: Vladimir Mamaev (UNDP-BRC)</i>
9.20 – 10.30	Session 1: Constitution of the SC / TOR Presentation of the project management structure and implementation procedures Presentation of the SC Mandate - Terms of Reference Project monitoring and evaluation / logframe Discussion and adoption
10.30 – 11.00	Coffee break
11.00 – 13.00	Session 2: Project work plan, budget, coordination with other initiatives Presentation of the project work plan Budget Coordination mechanisms and cooperation with other activities Discussion and adoption
13.00 – 13.15	Any other issues - next Steering Committee meeting Closing the meeting
13.15	Lunch

List of participants

	First Name	Last Name	Position/Organisation	Country/City
Mr.	Nicola	Di-Pietrantonio	EC/Europe Aid, Programme Manager	Belgium, Brussels
Ms.	Elena	Panova	Deputy Country Director	UNDP Ukraine
Mr.	Sergei	Volkov	Program Specialist, Environment and Energy (Project Task Manager)	UNDP Ukraine
Ms.	Nino	Antadze	Team Leader, Environment and Energy (Project Task Manager)	UNDP Georgia
Mr.	Vasiliy	Kostiushin	Project Manager	UNDP Ukraine
Ms.	Violeta	Velikova	Technical Advisor	UNDP BRC
Mr.	Vladimir	Mamaev	Int. Waters Technical Advisor	UNDP BRC, Slovakia
Ms.	Marcela	Fabianova	Water Programme Analyst	UNDP BRC, Slovakia
Ms.	Nino	Tskhadadze	Ministry of Environment Protection and Natural Resources, BSC	Georgia, Tbilisi
Mr.	Merab	Sharabidze	Ministry of Environment Protection and Natural Resources, BSC	Georgia, Tbilisi
Ms.	Natalia	Tretyakova	Ministry of Natural Resources, BSC	Russia
Mr.	Oleksandr	Bon	Ministry of Ecology and Natural Resources, Black Sea Commission	Ukraine
Ms.	Oksana	Tarasova	Ministry of Ecology and Natural Resources, Black Sea Commission	Ukraine
Ms.	Marine	Arabidze	National Environmental Agency "Black Sea Monitoring Center"	Georgia, Tbilisi
Mr.	Alexander	Korshenko	State Oceanographic Institute, Project National Focal Point	Russia, Moscow
Ms.	Valeria	Abaza	Black Sea Commission Secretariat	Turkey, Istanbul
Mr.	Kiril	Iliev	Black Sea Commission Secretariat	Turkey, Istanbul
Mr.	Andriy	Demydenko	EuropeAid/Rivers project - EPIRB	Ukraine, Kiev
Ms.	Laura	Boicenco	MISIS Project	Romania, Constanta

Annex 13: Tasks and responsibilities of national experts

NATIONAL EXPERTS

Expert on legislation/policy, governing Black Sea-related monitoring, in Georgia

Expert on legislation/policy, governing Black Sea-related monitoring, in Russia

National Expert on legislation/policy, governing Black Sea-related monitoring, in Ukraine

Expert I. on Monitoring and Data Management in Russia

Expert II. on Monitoring and Data Management in Russia

Expert for Monitoring, Quality Assurance/Quality Control and Data Quality Control in Russia

Expert for Data Collection and Data Management in Russia

Expert I for Monitoring and Data Management in Ukraine

Expert for Data/Information Reporting Needs, DQC, Database and Data Management in Ukraine

Expert II on Monitoring and Data Management in Ukraine

Expert for Monitoring and Databases/Data Management in Ukraine

Expert for Quality Assurance/Quality in Monitoring, Data Quality Control, Databases and Data Management in Ukraine

Expert for Databases/Data Management and Satellite Monitoring in Ukraine

National Expert on legislation/policy, governing Black Sea-related monitoring, in Georgia

DESCRIPTION OF RESPONSIBILITIES

The consultant will be a national expert of Georgia on legislation/policy related to Monitoring and Data collection. Under the overall supervision of the UNDP Project Manager and the Project Technical Advisor, and in close cooperation with the EMBLAS National Focal Point in Georgia. The Consultant will be participating in the project activity PA1:

PA1: Review of the national monitoring systems and tools for assessing data obtained from monitoring activities;

The consultant is expected to contribute to the EMBLAS Diagnostic Report, which is in preparation under this project activity. The Diagnostic Report is aimed at guiding improvements in the Black Sea-related monitoring/data collection/data management, outlining their present status and giving recommendations on necessary developments. The Consultant shall conduct a desk review of all national and international relevant legal/policy documents with regard to the Black Sea environmental monitoring, taking into account also the findings of the EMBLAS questionnaire. This questionnaire was distributed to major stakeholders in Georgia to collect information for the Diagnostic Report. The consultant shall prepare report with following chapters:

1. Introduction

This shall include brief overview how the term 'monitoring' in GE is understood, what kinds of monitoring are defined (see Annex I for widely used definitions). **National Monitoring Programmes** shall be enlisted, those which are regularly implemented and annually funded.

2. Legal and regulatory basis for the Black Sea related environmental monitoring and data collection.

This chapter shall include legislative framework (including list of legal acts and regulations) for environmental monitoring and data collection systems, including specific legal acts (if any) for the Black Sea monitoring; also requirements of related Multilateral Environmental Agreements (including list of MEAs) related to the Black Sea and environmental monitoring, Georgia being the member; and country official water quality standards.

3. Institutional settings for the Black Sea related environmental monitoring.

This chapter shall include names of responsible institutions for the environmental monitoring, special attention must be paid to the institutions directly related to the Black Sea monitoring; provisions from their charters showing the official responsibilities of these institutions; data accessibility and reporting; system of Quality Assurance and Quality Control.

4. Policy documents for the Black Sea related environmental monitoring.

This chapter shall include list and analysis of existing policy documents related to the Black Sea environmental monitoring such as strategies, action plans and programmes; countries planned activities to improve environmental monitoring system, including through international cooperation.

5. Conclusion and recommendations

This chapter shall include analysis of main gaps in the Country legislation and policy related to the Black Sea environmental monitoring and recommendations how to improve the situation.

EXPECTED DELIVERABLES:

N	Deliverable	Deliverable type	Deliverable format	Deliverable Date
1	Draft report	Document	electronic file by e-mail: MS Word	January 2014
2	Final report	Document	electronic file by e-mail: MS Word	February 2014

National Expert on legislation/policy, governing Black Sea-related monitoring, in Russia

DESCRIPTION OF RESPONSIBILITIES

The consultant will be a national expert of Russia on legislation/policy related to Monitoring and Data collection. Under the overall supervision of the UNDP Project Manager and the Project Technical Advisor, and in close cooperation with the EMBLAS National Focal Point in Russia the Consultant will be participating in the project activity PA1:

PA1: Review of the national monitoring systems and tools for assessing data obtained from monitoring activities;

The consultant is expected to contribute to the EMBLAS Diagnostic Report, which is in preparation under this project activity. This Report is aimed at guiding improvements in the Black Sea-related monitoring/data collection/data management, outlining their present status and giving recommendations on necessary developments. The consultant will compile the following information for the Diagnostic Report:

1. Black Sea-related monitoring/data collection Legislation/Policy (national and international instruments), achievements and gaps

In this chapter the consultant is expected to outline major gaps in legislation/policy, give recommendations on necessary developments and also provide opinion on the harmonization needs of his country from legal/policy point of view so that to improve the monitoring of the Black Sea (including pressures, state and impacts).

2. Institutional framework of monitoring, achievements and gaps

The consultant is expected to provide an overview on monitoring institutional framework of his country and give recommendations on the changes needed with the aim to improve the Black Sea-related monitoring.

3. Water quality/GES classifications

The consultant is expected to provide information on the **governmentally approved standards and methodologies/guidelines** used for water quality/good environmental status classifications (if any). In case there are such methodologies/guidelines, the consultant shall List the legislation/policy endorsing their use.

EXPECTED DELIVERABLES:

N	Deliverable	Deliverable type	Deliverable format	Deliverable Date
	Draft report	Document	Electronic MS Word file by e-mail	Feb 2014
	Final report	Document	Electronic MS Word file by e-mail	Mar 2014

SPECIFICATION OF DELIVERABLES

The consultant will compile the following information for the Diagnostic Report:

1. Black Sea-related monitoring/data collection Legislation/Policy (national and international instruments), achievements and gaps

Major questions in this Chapter to be answered:

- a. Is there nationally accepted definitions for the various kinds of monitoring carried out in your country? If yes, pls give them and refer to the policy document/s which state/s them.
- b. Is there specific legal/policy instruments for the Black Sea monitoring/data collection?
- c. Are there websites where the Black-Sea-related monitoring programme/s in your country is/are described?

The consultant shall take into consideration all state (governmental) Monitoring Programmes, which may encompass different types of Black Sea-related monitoring/data collection, such as **Environmental complex monitoring (if any); Water quality (including bathing waters); Ecotoxicological monitoring (if any); Surveillance monitoring; Compliance monitoring; Operational monitoring (based on real-time observations), Fisheries surveys (and collation of fisheries data), Biodiversity monitoring (if any), Land-based sources of pollution (related to the Black Sea), Habitats Monitoring (in the sea, if any), etc.** Widely accepted definitions for the various kinds/types of monitoring are given in Annex II to this ToR. Definitions for Monitoring Programme and Monitoring network are also given in Annex II.

The consultant is expected to fill in the Tables below.

- A. *International instruments (conventions, multi- and bilateral agreements relevant to the Black Sea-related monitoring/data collection performed by your country)*

N	Title of Convention or Agreement	Coordinating Institution in your country, webpage	Contact person/Focal point (name, contact details)	Is there specific monitoring Programme for this Convention / Agreement in your country? If 'Yes' please give the name and period of implementation.

- B. *National environmental legislation (please specify laws, decrees, and other legal acts governing the monitoring/data collection in your country, print dates when these instruments have been entered into force. If the legislation is specific for the Black Sea monitoring, please mark it in red)*

N	Title of National Legal Act	dd.mm.yy

- C. *Administrative/management instruments (statements, resolutions, ministerial regulations/orders, etc. related to the monitoring performed in your country, including sub-national level instruments. If the instruments are specific for the Black Sea, please mark them in red)*

N	Title of Document	dd.mm.yy

In this chapter the consultant is expected to outline major gaps in legislation/policy, give recommendations on necessary developments and also provide opinion on the harmonization needs of his country from legal/policy point of view so that to improve the monitoring of the Black Sea (including pressures, state and impacts).

Major question to be answered in the end:

- Which are the major gaps in your national policy/legislation, which prevent your country to ensure for a complex Black Sea-related monitoring (the one which would allow developing assessments using the DPSIRR¹ model)?
- What changes in the national legislation/policy you would recommend so that to improve the Black Sea-related monitoring?
- What harmonization you would recommend, from legal/policy point of view, which you think would bring to improvements in the Black Sea-related monitoring?

¹ DPSIRR – drivers, pressures, state, impacts, response, recovery

2. Institutional framework of monitoring, achievements and gaps

Major questions in this Chapter to be answered:

- What is the Black Sea-related monitoring network² in your country?
- Are the different monitoring programmes regularly financed?
- Is there a mechanism for exchange of data in between the different monitoring programmes? If Yes, please specify.

Fill in the Tables below, and where possible give a Chart or Charts of the monitoring institutional framework.

Table: Responsible governmental bodies (those which provide the budget for the national Black Sea-related monitoring and approve of the programs)

N	Name of organization	Contact person/Postal address, web	Name of Monitoring Programme / Annual funding allocated	Mandatory monitoring (Y/N)	Non-mandatory monitoring (Y/N)

Note: Here names of organizations, kind of monitoring programme they fund, addresses and contact persons to appear, where possible. All existent Black Sea-related monitoring Programmes (including for research if governmentally funded) shall be taken into consideration.

Table: Organizations implementing the Black Sea related monitoring programmes (only for mandatory monitoring and only those organization which are officially authorised to carry out the monitoring itself)

N	Name of monitoring programme	Implementing organization/s (name them all if more than one)	Legal/policy document stating the authorization ³

The consultant is expected to give recommendations on the changes needed in the monitoring institutional framework of his country with the aim to improve the Black Sea-related monitoring.

Major question to be answered in the end:

- What changes in the institutional framework you would recommend so that to improve the Black Sea-related monitoring?

3. Water quality/GES classifications

The consultant is expected to provide information on the **governmentally approved standards and methodologies/guidelines** used for water quality/good environmental status classifications (if any). In case there are such methodologies/guidelines, the consultant shall List the legislation/policy endorsing their use.

N	Name of Standards/Methodology/Guideline	Legislation/policy endorsing it

Note: If such documents are available also online, please give a Link.

² See definitions below.

³ A document which officially authorises the listed organization/s to carry out the monitoring.

National Expert on legislation/policy, governing Black Sea-related monitoring in Ukraine

DESCRIPTION OF RESPONSIBILITIES

The consultant will be a national expert of Ukraine on legislation/policy related to Monitoring and Data collection. Under the overall supervision of the UNDP Project Manager and the Project Technical Advisor, and in close cooperation with the EMBLAS National Focal Point in Ukraine the Consultant will be participating in the project activity PA1:

PA1: Review of the national monitoring systems and tools for assessing data obtained from monitoring activities;

The consultant is expected to contribute to the EMBLAS Diagnostic Report, which is in preparation under this project activity. This Report is aimed at guiding improvements in the Black Sea-related monitoring/data collection/data management, outlining their present status and giving recommendations on necessary developments. The consultant will compile the following information for the Diagnostic Report:

1. Black Sea-related monitoring/data collection Legislation/Policy (national and international instruments), achievements and gaps

In this chapter the consultant is expected to outline major gaps in legislation/policy, give recommendations on necessary developments and also provide opinion on the harmonization needs of his country from legal/policy point of view so that to improve the monitoring of the Black Sea (including pressures, state and impacts).

2. Institutional framework of monitoring, achievements and gaps

The consultant is expected to provide an overview on monitoring institutional framework of his country and give recommendations on the changes needed with the aim to improve the Black Sea-related monitoring.

3. Water quality/GES classifications

The consultant is expected to provide information on the **governmentally approved standards and methodologies/guidelines** used for water quality/good environmental status classifications (if any). In case there are such methodologies/guidelines, the consultant shall List the legislation/policy endorsing their use.

Expected Deliverables:

N	Deliverable	Deliverable type	Deliverable format	Deliverable Date
	Draft report	Document	Electronic MS Word file by e-mail	February 2014
	Final report	Document	Electronic MS Word file by e-mail	March 2014

SPECIFICATION OF DELIVERABLES

The consultant will compile the following information for the Diagnostic Report:

The consultant will compile the following information for the Diagnostic Report:

2. Black Sea-related monitoring/data collection Legislation/Policy (national and international instruments), achievements and gaps

Major questions in this Chapter to be answered:

- Is there nationally accepted definitions for the various kinds of monitoring carried out in your country? If yes, pls give them and refer to the policy document/s which state/s them.
- Is there specific legal/policy instruments for the Black Sea monitoring/data collection?
- Are there websites where the Black-Sea-related monitoring programme/s in your country is/are described?

The consultant shall take into consideration all state (governmental) Monitoring Programmes, which may encompass different types of Black Sea-related monitoring/data collection, such as **Environmental complex monitoring (if any); Water quality (including bathing waters); Ecotoxicological monitoring (if any); Surveillance monitoring; Compliance monitoring; Operational monitoring (based on real-time observations), Fisheries surveys (and collation of fisheries data), Biodiversity monitoring (if any), Land-based sources of pollution (related to the Black Sea), Habitats Monitoring (in the sea, if any), etc.** Widely accepted definitions for the various kinds/types of monitoring are given in Annex II to this ToR. Definitions for Monitoring Programme and Monitoring network are also given in Annex II.

The consultant is expected to fill in the Tables below.

D. International instruments (conventions, multi- and bilateral agreements relevant to the Black Sea-related monitoring/data collection performed by your country)

N	Title of Convention or Agreement	Coordinating Institution in your country, webpage	Contact person/Focal point (name, contact details)	Is there specific monitoring Programme for this Convention / Agreement in your country? If 'Yes' please give the name and period of implementation.

E. National environmental legislation (please specify laws, decrees, and other legal acts governing the monitoring/data collection in your country, print dates when these instruments have been entered into force. If the legislation is specific for the Black Sea monitoring, please mark it in red)

N	Title of National Legal Act	dd.mm.yy

F. Administrative/management instruments (statements, resolutions, ministerial regulations/orders, etc. related to the monitoring performed in your country, including sub-national level instruments. If the instruments are specific for the Black Sea, please mark them in red)

N	Title of Document	dd.mm.yy

In this chapter the consultant is expected to outline major gaps in legislation/policy, give recommendations on necessary developments and also provide opinion on the harmonization needs of his country from legal/policy point of view so that to improve the monitoring of the Black Sea (including pressures, state and impacts).

Major question to be answered in the end:

- Which are the major gaps in your national policy/legislation, which prevent your country to ensure for a complex Black Sea-related monitoring (the one which would allow developing assessments using the DPSIRR⁴ model)?
- What changes in the national legislation/policy you would recommend so that to improve the Black Sea-related monitoring?
- What harmonization you would recommend, from legal/policy point of view, which you think would bring to improvements in the Black Sea-related monitoring?

⁴ DPSIRR – drivers, pressures, state, impacts, response, recovery

2. Institutional framework of monitoring, achievements and gaps

Major questions in this Chapter to be answered:

- d. What is the Black Sea-related monitoring network⁵ in your country?
- e. Are the different monitoring programmes regularly financed?
- f. Is there a mechanism for exchange of data in between the different monitoring programmes? If Yes, please specify.

Fill in the Tables below, and where possible give a Chart or Charts of the monitoring institutional framework.

Table: Responsible governmental bodies (those which provide the budget for the national Black Sea-related monitoring and approve of the programs)

N	Name of organization	Contact person/Postal address, web	Name of Monitoring Programme / Annual funding allocated	Mandatory monitoring (Y/N)	Non-mandatory monitoring (Y/N)

Note: Here names of organizations, kind of monitoring programme they fund, addresses and contact persons to appear, where possible. All existent Black Sea-related monitoring Programmes (including for research if governmentally funded) shall be taken into consideration.

Table: Organizations implementing the Black Sea related monitoring programmes (only for mandatory monitoring and only those organization which are officially authorised to carry out the monitoring itself)

N	Name of monitoring programme	Implementing organization/s (name them all if more than one)	Legal/policy document stating the authorization ⁶

The consultant is expected to give recommendations on the changes needed in the monitoring institutional framework of his country with the aim to improve the Black Sea-related monitoring.

Major question to be answered in the end:

- a. What changes in the institutional framework you would recommend so that to improve the Black Sea-related monitoring?

3. Water quality/GES classifications

The consultant is expected to provide information on the **governmentally approved standards and methodologies/guidelines** used for water quality/good environmental status classifications (if any). In case there are such methodologies/guidelines, the consultant shall List the legislation/policy endorsing their use.

N	Name of Standards/Methodology/Guideline	Legislation/policy endorsing it

Note: If such documents are available also online, please give a Link.

⁵ See definitions below

⁶ A document which officially authorises the listed organization/s to carry out the monitoring.

DEFINITIONS

Biodiversity monitoring - *specifically relates to the conservation objectives and favourable conservation status of species.*

Compliance monitoring - *it is the one checking the relevance of water quality and level of discharges against certain norms (governmentally established).*

Irregular non-mandatory monitoring - *short-term problem-oriented observations, supported by projects, performed in relation to EIA, ordered by private organizations, etc.*

Land-based sources - *point and diffuse sources on land from which substances or energy reach the maritime area by water, through the air, or directly from the coast.*

Monitoring Programme - *managed by an individual authority/agency but can include the monitoring of several ecosystem components, thus several organizations may implement it.*

Monitoring Network - *a group of state monitoring programmes set in line with the reporting obligations of the country to different Conventions and/or in implementation of national legislation.*

Operational monitoring I - *real time (satellites, radars, any automatic devices working for real-time collection of data).*

Pressure - *the mechanism through which an activity has an effect on any part of an ecosystem.*

Regular non-mandatory monitoring - *long-term research monitoring, which is financially supported through governmental scientific programmes or otherwise.*

Self-monitoring - *the industry itself is responsible for the monitoring.*

State/mandatory monitoring - *this is the regular monitoring financed by the state, which is related to national or international legislation/policy implementation. Such monitoring can be, of course, regular only on paper, but there exist or should exist a concrete national program which describes this kind of monitoring and substantiates its funding.*

Surveillance monitoring - *can be any 'look-see' process, however, carried out long enough in time to identify trends.*

Expert on Monitoring and Data Management in Russia

Description of Responsibilities

The consultant will be a national expert of Russia for Monitoring and Data Management in the implementation of the project and will provide technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project, the Consultant will be participating in particular activities as follows:

Project activity		Responsibility of the Expert	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.1	Diagnostic Report Questionnaire Part I and II	Providing comments on the draft Questionnaire Part I and Part II	Aug.-Dec. 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to the national LoS compilation	Aug.-Dec. 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collection of information needed for the preparation of the Diagnostic Report II. Comment on the draft Diagnostic Report II, contribute to the finalization of the document and prepare recommendations for the revision of national and regional monitoring systems	Sept.-Dec. 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Promote the findings and recommendations of the Diagnostic report	Dec. 2013 – Mar2014
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Promote the findings and recommendations of the Diagnostic report	January – June 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Provide comments on the draft revised monitoring programmes, prepared by SOI	March 2014
3.2	Further development of biological monitoring guidelines	Contribute to drafting of guidelines for biological monitoring (zooplankton) and participate in workshop related to preparation of them	May - October 2014
3.4	Promotion of the biological monitoring guidelines	Support the biological guidelines promotion	October 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations on sharing of infrastructure/equipment/vessels (Chapters of the	Assessment of the RU availability and needs regarding laboratory infrastructure /equipment/ vessels, elaboration of	Oct.– Dec. 2013

Project activity		Responsibility of the Expert	Time frame
	Diagnostic Report)	recommendations on sharing of infrastructure /equipment/ vessels (Chapters of the Diagnostic Report)	
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs	Collate relevant information (BAPs and BATs), analyse suitability for the Black Sea region	Dec. 2013 – Aug 2014first outline,
6.2	Technical support to survey's organization planned under the projects MISIS, PERSEUS and/or COCONET	Technical support to the survey's (field work) organization planned under the projects MISIS, PERSEUS and/or COCONET)	January – December 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Participate in the Mnemiopsis data base development and provision of its sustainability	January – November 2014

Expected Deliverables

N	Deliverable	Deliverable format	Deliverable Date
1	Comments on the Questionnaire	electronic file by e-mail	Aug. 2013
2	Contribution to the List of national stakeholders	electronic file by e-mail: MS Word,	Aug. 2013
3	Comments on the draft Diagnostic Report II/Part I, recommendations for the revision of national and regional monitoring systems	electronic file by e-mail	Nov. 2013
4.	Assessment of the RU availability and needs in infrastructure/vessels/ equipment, terms of sharing; Prepare recommendations for sharing (efficient use of capacities)	electronic file by e-mail: MS Word	Dec.2013
5.	First draft of the Joint cruise Methodology	electronic file by e-mail	Dec. 2013
6.	Concept paper on the further development of the <i>Mnemiopsis</i> data base (in cooperation with IBSS)	electronic file by e-mail	Mar 2014
7.	'Optimistic and "realistic" scenarios of the RU national monitoring system development	electronic file by e-mail: MS Word	Apr 2014
8.	Comments on the draft revised monitoring programmes, prepared by SOI	electronic file by e-mail: MS Word	March 2014
9.	Comments, additions and recommendations for improvement of the BS regional Zooplankton manual	electronic file by e-mail: MS Word	June 2014
10.	Final draft of the Joint cruise Methodology	electronic file by e-mail	August 2014
11.	Overview of activities to sustain the <i>Mnemiopsis</i> data base (in cooperation with IBSS)	electronic file by e-mail	December 2014

Expert on Monitoring and Data Management in Russia

Description of Responsibilities

The consultant will be a national expert for Monitoring and Data Management for Russia in the implementation of the project and will provide technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project, the Consultant will be participating in particular activities as follows:

Project activity		Responsibility of the Expert	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collection of information needed for the preparation of the Diagnostic Report II. Comment on the draft Diagnostic Report II, contribute to the finalization of the document and prepare recommendations for the revision of national and regional monitoring systems	September-December 2013
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Provide comments on the draft revised monitoring programmes, prepared by SOI	March 2014
3.2	Further development of biological monitoring guidelines	Contribute to drafting of guidelines for biological monitoring (zooplankton) and participate in workshop related to preparation of them	May - October 2014
3.4	Promotion of the biological monitoring guidelines	Support the biological guidelines promotion	October 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations on sharing of infrastructure/equipment/vessels (Chapters of the Diagnostic Report)	Assessment of the RU availability and needs regarding laboratory infrastructure/equipment/vessels, elaboration of recommendations on sharing of infrastructure/equipment/vessels (Chapters of the Diagnostic Report)	October–December 2013
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs)	Collate relevant information (BAPs and BATs), analyse suitability for the Black Sea region, prepare methodology with cost-efficiency assessment	December 2013 - first outline, August 2014 - final
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Participate in the Phytoplankton data base development and provision of its sustainability	January – November 2014

Expected Deliverables

N	Deliverable	Deliverable format	Deliverable Date
	Assessment of the RU availability and needs in infrastructure /vessels / equipment, terms of sharing; Prepare recommendations for sharing (efficient use of capacities)	electronic file by e-mail: MS Word	December 2013
	Comments on the draft Diagnostic Report II/Part II	electronic file by e-mail	December 2013
	First draft of the Joint cruise Methodology	electronic file by e-mail	December 2013
	Concept paper on the development of the Phytoplankton data base (in cooperation with IBSS)	electronic file by e-mail	January 2014
	'Optimistic and "realistic" scenarios of the RU national monitoring system development	electronic file by e-mail: MS Word	March 2014
	Comments on the draft revised monitoring programmes, prepared by SOI	electronic file by e-mail: MS Word	March 2014
	Second draft of the Joint cruise Methodology (with Financial aspects and viability of a survey assessed and a cost-effective approach for carrying out several rounds of joint surveys proposed) (in cooperation with other experts from SIO-RAS)	electronic file by e-mail: MS Word	June 2014
	Final draft of the Joint cruise Methodology	electronic file by e-mail	August 2014
	Comments on the functionality of the Phytoplankton data base (in cooperation with IBSS)	electronic file by e-mail	December 2014

Expert for Monitoring, Quality Assurance/Quality Control and Data Quality Control in Russia

Description of Responsibilities

The consultant will be an **Expert for Monitoring, Quality Assurance / Quality Control (QA/QC) and Data Quality Control (DQC) in Russia** and will provide input to the implementation of the project and technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project, the Consultant will be participating in particular activities as follows:

Project activity		Responsibility of expert	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	i) provide where requested additional information and comment on the Report ; and ii) improve the report recommendations for the revision of national and regional monitoring systems	September 2013-December 2013
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	Propose new compliance indicators	September 2013-September 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	i) Conduct analysis of needs in monitoring harmonization, compile best available practices (BAPs), prepare scenarios (optimistic and realistic) for the revision of the Russian national monitoring programme, and guide the work of the project experts in this activity, prepare recommendations on sustainable operational monitoring as integral part of the National programs and Black Sea Integrated Monitoring and Assessment Programme (BSIMAP);	November 2013-February 2014
		ii) Collect proposals/scenarios from the Partner Organizations on the revision of the national and regional monitoring programmes, prepare and discuss the draft revised monitoring programmes with Partner Organizations and stakeholders, incorporate the comments received	March 2014-August 2014
3.2	Further development of biological monitoring guidelines	Further develop and finalise the regional Zooplankton manual in cooperation with other project experts	October 2013-September 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure/equipment/vessels and trainings (Chapters of the Diagnostic Report)	Contribute to finalization of the report and specifically to the recommendations on sharing of infrastructure/vessels/equipment.	December 2013

PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.2	Preparation of training materials, revision/elaboration of SOPs, QA/QC and DQC guidelines	Participate in SOPs and QA/QC Guidelines development or where necessary adaptation/revision of the existing ones.	October 2013 - November 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs)	Comment on the drafts of the JSM, produce recommendations on improvements	December 2012 –July 2014
PA9 Management of the project			
9.1	Preparation of project reports, nourishing of the project webpage	Participate in the preparation of project reports on behalf of SOI, regular delivery of information for the project webpage nourishing	September 2013-December 2014

3. Expected Deliverables

N	Deliverable	Deliverable format	Deliverable Date
1	Contribution to the Diagnostic Report II (Part I and II) finalization, provision of requested information, improved recommendations	electronic file by e-mail: MS Word	Apr 2014 (Part I)
		electronic file by e-mail: MS Word	December 2013 (Part II)
2	Contribution to finalization of the Inventory of needs in infrastructure/vessels/equipment (prepared by IBSS, SIO-RAS and TSU), recommendations on sharing of infrastructure/vessels/equipment	electronic file by e-mail: MS Word	December 2013
3	Contribution to the Draft set of SoPs and QA/QC guidelines, recommendations on adaptation or development of new procedures and guidelines (in cooperation with experts of MHI, UkrSCES and others)	electronic file by e-mail: MS Word	April 2014
4	Contribution to the List of new compliance indicators	electronic file by e-mail: MS Word	April 2014
5	Comments on the first draft BS Joint Surveys Methodology	electronic file by e-mail: MS Word	March 2014
6	Prepare “optimistic” and “realistic” scenarios of the RU national monitoring revision	electronic file by e-mail: MS Word	March 2014
7	First Draft revised monitoring programmes based on the contribution of partners	electronic file by e-mail: MS Word	May 2014
8	Comments on the second draft of the BS Joint Cruises Methodology	electronic file by e-mail: MS Word	July 2014
9	Second draft of the revised monitoring programmes after the consultations with partners and stakeholders	electronic file by e-mail: MS Word	August 2014
10	Regional Zooplankton Manual	electronic file by e-mail: MS Word	September 2014
11	Set of BS regional SOPs and QA/QC guidelines (in cooperation with MHI and other experts)	electronic file by e-mail: MS Word	November 2014

Expert for Data Collection and Data Management in Russia

Description of Responsibilities

The consultant will be a national expert for Data Collection and Management in the implementation of the project and will provide technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project, the Consultant will be participating in particular activities as follows:

Project activity		Responsibility of expert	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Provide comments on the Report and improve the recommendations prepared	March-April 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Contribute to the revision of the RU national monitoring programme, participate in the preparation of scenarios, prepare recommendations on sustainable operational monitoring as integral part of the National programs and BSIMAP	March-May 2014
		Collect proposals/scenarios from the Partner Organizations on the revision of the national and regional monitoring programmes, prepare and discuss the draft revised monitoring programmes with Partner Organizations and stakeholders, incorporate the comments received	May-August 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure/equipment/vessels and trainings (Chapters of the Diagnostic Report)	Contribute to the inventory of available infrastructure/equipment/vessels and identification of needs. Comment on the report and contribute to the recommendations on sharing of infrastructure/vessels/equipment	March-April 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Comment on the concept on the WQ database, test the prototype of the web-based WQ database, advise on the functionalities improvement	March-November 2014
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	Recommend on possible interactions with the enlisted databases. Study, ensure and test links of the WQ database with the SOI local DB "Pollution".	June-November 2014

Expected Deliverables

N	Deliverable	Deliverable format	Deliverable Date
1	Comments on the Diagnostic Report II (Part I and II), contribution to the recommendations produced	electronic file by e-mail: MS Word	March (Part I)
		electronic file by e-mail: MS Word	March 2014 (Part II)
2	Contribution to the Inventory of availability and needs in infrastructure/vessels/equipment (prepared by SIO-RAS, IBSS and TSU), recommendations on sharing of infrastructure/vessels/equipment	electronic file by e-mail: MS Word	March 2014
3	Contribution to the concept on the WQ data base further development (prepared by UkrSCES in cooperation with BSC and MHI experts)	electronic file by e-mail: MS Word	April 2014
4	Contribution to the “optimistic” and “realistic” scenarios of the RU national monitoring revision, recommendations on sustainable operational monitoring as integral part of the National programs and BSIMAP	electronic file by e-mail: MS Word	April 2014
5	First Draft revised monitoring programmes prepared for GE, RU and UA	electronic file by e-mail: MS Word	May 2014
6	Results of the WQ database testing, recommendations on functionalities improvement	electronic file by e-mail: MS Word	November 2014
7	Recommendations on the interoperability of the WQ database and description of work on the links with the SOI Pollution database	electronic file by e-mail: MS Word	November 2014

Expert for Monitoring and Data Management in Ukraine

Description of Responsibilities

The consultant will be an **Expert for Monitoring and Data Management in Ukraine** and will provide input to the implementation of the project and technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project, the Consultant will be participating in particular activities as follows:

Project activity		Responsibility of expert	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.1	Preparation of special Questionnaire (Part 1 +Part2)	Providing comments on the draft Questionnaire Part I and Part II	Sept.-Dec. 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to the national LoS compilation	Sept.-Dec. 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Review the information provided in the Questionnaire (Part I and II) and collect from other sources relevant information on those issues, which will be analysed for gaps in the Diagnostic Report II. Prepare Diagnostic Report (Part I and II) in a format provided by the proj. manager.	Sept. – Dec 2013
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure /equipment/vessels and trainings (Chapters of the Diagnostic Report)	Contribute to the report on assessment needs in infrastructure/vessels/ equipment/ training	December 2013
PA 2: Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	propose new compliance indicators	Jan-April 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	participate in the regional BS Water Quality/GES classification methodology and harmonization workshop/s	Jan-April 2014
PA3: Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	i) contribute to the revision of the UA national monitoring programme (participate in the preparation of scenarios), ii) comment on the BSIMAP revision proposal; and iii) provide comments on the draft revised monitoring programmes, prepared by SOI	June2014
3.3	Promotion of operational monitoring		

Project activity		Responsibility of expert	Time frame
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure/equipment/vessels and trainings (Chapters of the Diagnostic Report)	Contribute to the report on assessment needs in infrastructure/vessels/ equipment/ training	December 2013
PA 5: Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.2	Analysis of the needs (specifically for monitoring methods and QA/QC), preparation of program	contribute to the first and final draft of the Training Programme (based on the revised monitoring programmes)	October 2014
5.2	Preparation of materials, revision/elaboration of guidelines, organization of trainings/workshops -	the consultant will participate in SoPs and DQC Guidelines development or where necessary adaptation/revision of the existing ones	October 2014

Expected deliverables

Deliverable	Deliverable format	Deliverable Date
Comments on the Questionnaire	electronic file by e-mail	Sept 2013
Contribution to the List of national stakeholders	electronic file by e-mail: MS Word, format provided by the Project Manager	Sept 2013
Draft Diagnostic Report/Part I (incl. needs in training, in cooperation with ONU)	electronic file by e-mail: MS Word	November 2013
Draft Diagnostic Report/Part II (in cooperation with ONU and IBSS)	electronic file by e-mail: MS Word	December 2013
List of proposed compliance indicators	electronic file by e-mail: MS Word	April 2014
Proposal on water quality/GES classification development	electronic file by e-mail: MS Word	February 2014
'Optimistic and "realistic" scenario of the UA national monitoring development	electronic file by e-mail: MS Word	March 2014
Contribution to the development of new SOPs, QA/QC and DQC Guidelines or adaptation of the existing	electronic file by e-mail: MS Word	October 2014

Expert for Data/Information Reporting Needs, Data Quality Control, Database and Data Management in Ukraine

Description of Responsibilities

The consultant will be an **Expert for Data/Information Reporting Needs, Data Quality Control (DQC), Database and Data Management in Ukraine** and will provide input to the implementation of the project technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project, the Consultant will be participating in particular activities as follows:

Project activity		Responsibility of expert	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collation of information to be analysed in the Diagnostic Report, provide comments on the Report and improve the recommendations prepared	September 2013-December 2013
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Contribute to the revision of the UA national monitoring programme, comment on the BSIMAP revision proposal	December 2013-March 2014
		Provide comments on the draft revised monitoring programmes, prepared by SOI	June 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure /equipment/ vessels and trainings (Chapters of the Diagnostic Report)	Comment on the report and contribute to the recommendations on sharing of infrastructure/vessels/equipment.	December 2013
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.2	Preparation of training materials, revision/elaboration of SOPs, QA/QC and DQC guidelines	Participate in DQC Guidelines development or where necessary adaptation/revision of the existing ones	October 2013 - November 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Ensure the development of the regional Water Quality (WQ) database and in particular: i) undertake further needs analysis for the WQ database, improve the Concept on the proposed developments taking into consideration stakeholders feedback; ii) participate in the development of the WQ prototype; iii) test the prototype of the web-based WQ database; iv) prepare manual for the WQ database	September 2013-November 2014

Project activity		Responsibility of expert	Time frame
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS. Maintenance of the BSIS	Prepare Concept on the long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS [September-November 2014
PA9 Management of the project			
9.1	Preparation of project reports, nourishing of the project webpage	Participate in the preparation of project reports on behalf of UrkSCES, regular delivery of information for the project webpage nourishing	September 2013-December 2014

Expected Deliverables

N	Deliverable	Deliverable format	Deliverable Date
1	Comments on the Diagnostic Report II/Part II	electronic file by e-mail: MS Word	December 2013
2	Recommendations on sharing of infrastructure/vessels/equipment	electronic file by e-mail: MS Word	December 2013
3	Draft set of DQC guidelines, recommendations on adaptation or development of new procedures and guidelines (in cooperation with experts of MHI and others)	electronic file by e-mail: MS Word	December 2013
4	Draft Concept on the WQ data base further development (in cooperation with BSC and MHI experts)	electronic file by e-mail: MS Word	December 2013
5	Final Concept on the WQ data base further development (in cooperation with BSC and MHI experts)	electronic file by e-mail: MS Word	January 2014
6	Comments on the BSIMAP revision proposal, recommendations on further development	electronic file by e-mail: MS Word	March 2014
7	Comments of the draft revised monitoring programmes prepared by SOI	electronic file by e-mail: MS Word	June 2014
8	WQ database prototype, manual (in cooperation with experts of MHI)	software presentation mode (trial copy) / electronic file by e-mail: MS Word	November 2014
9	Set of BS regional DQC guidelines (in cooperation with MHI and other experts)	electronic file by e-mail: MS Word	November 2014
10	Compilation and overview of the results of the testing of the WQ database, performed by all project partners, recommendations on improvements	electronic file by e-mail: MS Word	December 2014
11	Concept on the long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS (in cooperation with BSC and MHI experts)	electronic file by e-mail: MS Word	December 2014

Expert on Monitoring and Data Management in Ukraine

Description of Responsibilities

The consultant will be an **Expert on Monitoring and Data Management in Ukraine** and will provide input to the implementation of the project and technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project the Consultant will be participating in particular activities as follows:

Project activity		Responsibility of expert	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Ensure the EMBLAS Questionnaires are filled in by the different departments of UkrSCES. Contribute to the collation of information to be analysed in the Diagnostic Report, provide comments on the Report and improve the recommendations prepared	September 2013-December 2013
		Improve the Chapter on Training and contribute to the Report recommendations further development based on the stakeholders feedback collected by the project in March-April	March-April 2014
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Participate in the regional BS Water Quality/GES classification methodology and harmonization workshop/s	Sept 2013-September 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD, MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Contribute to the revision of the Ukrainian national monitoring programme (participate in the preparation of realistic and optimistic scenarios)	December 2013-March 2014
		Comment on the Black Sea Integrated Monitoring and Assessment Programme (BSIMAP) revision proposal	June 2014
		Provide comments on the draft revised monitoring programmes, prepared by project partner organization – SOI.	June 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure /equipment/ vessels and trainings (Chapters of the Diagnostic Report)	Contribute to the inventory of available infrastructure/equipment/vessels and identification of needs. Comment on the report and contribute to the recommendations on sharing of infrastructure/vessels/equipment.	December 2013
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.1	Analysis of the needs (specifically for monitoring methods and QA/QC), preparation of program	Prepare training programme (monitoring methods and QA/QC) (first draft)	Nov.-Dec 2013
		Final draft of the Training Programme (based on the revised monitoring programmes)	August 2014
5.2	Preparation of training materials, revision/elaboration of SOPs, QA/QC and DQC guidelines	Prepare training materials. In cooperation with other project experts prepare a final Set of recommended SOPs and QA/QC Guidelines and participate in trainings organization and prepare training evaluation.	October 2013 -November 2014

Project activity		Responsibility of expert	Time frame
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs)	Contribute to the final draft Joint Survey Methodology (JSM).	December 2012 –July 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Participate in the development of the regional WQ database: <ul style="list-style-type: none"> i) contribute to the further development of the WQ Database Concept taking into consideration the feedback collected from relevant stakeholders; ii) test the prototype of the web-based WQ database; iii) participate in data quality checks. 	September 2013– November 2014
PA9 Management of the project			
9.1	Preparation of project reports, nourishing of the project webpage	Participate in the preparation of project reports on behalf of UkrSCES, regular delivery of information for the project webpage nourishing	Sept 2013– Dec. 2014

Expected Deliverables

N	Deliverable	Deliverable format	Deliverable Date
1	Comments on the Diagnostic Report II (Part I and II), contribution to the recommendations produced	electronic file by e-mail: MS Word	Dec2013
2	Contribution to the Inventory of needs in infrastructure /vessels/equipment (prepared by IBSS), recommendations on sharing of infrastructure /vessels /equipment		December 2013
3	Draft set of SoPs and QA/QC guidelines, recommendations on adaptation or development of new procedures and guidelines (in cooperation with experts of MHI and others)		Mar2014
4	Contribution to the first draft JSM		March 2014
5	Training Programme (first draft) (taking into consideration the needs specified in the Diagnostic Report)		March 2014
6	Training materials		January 2014
7	Contribution to the concept on the WQ data base further development (prepared by UkrSCES, BSC and MHI experts)		January 2014
8	Comments on the BSIMAP revision proposal, recommendations on further development		May 2014
9	Contribution to the “optimistic” and “realistic” scenarios of the UA national monitoring revision		April2014
10	Comments of the draft revised monitoring programmes prepared by SOI		June 2014
11	Comments of the second draft of the JSM, recommendations on improvements		July 2014
12	Training Programme (Final version, based on the revised monitoring programmes)		September 2014
13	WQ/GES Classification Methodology (in cooperation with BSC and other experts)		September 2014
14	Report on the organized trainings and evaluations (in cooperation with other UkrSCES experts)		October 2014
15	Results of the WQ database testing and data quality checks		November 2014
16	Set of BS regional SOPs and QA/QC guidelines (in cooperation with MHI and other experts)		November 2014

Expert for Monitoring and Databases/Data Management in Ukraine

Description of Responsibilities

The consultant will be and **Expert for Monitoring and Databases/Data Management in Ukraine** and will provide input to the implementation of the project and technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project, the Consultant will be participating in particular activities as follows:

Project activity		Responsibility of expert	Time frame
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.1	Analysis of the training needs (specifically for data management and QA/QC), preparation of a training program	Contribute to the analysis of the needs and preparation of a training programme, comment on the draft training materials prepared by UkrSCES	Oct. 2013-Jan. 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology preparation	Prepare concept of a Joint Survey Methodology in cooperation with SIO-RAS (JSM, first draft)	November-December 2013
		Comment on the second draft of the JSM	July 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Participate in the development of the regional WQ database (under the leadership of UkrSCES): <ul style="list-style-type: none">Needs analysis for the further development of BSIS toward WQ database, preparation of a Concept on the proposed developmentsSupport the development of the WQ prototype (expert consultations)Testing the prototype of the web-based WQ database	September 2013-November 2014
7.2	Interoperability and maintenance of BSIS	Provide comments on the Concept on long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	November 2014
PA8 Dissemination of Knowledge and Best Practices, Public Awareness and Visibility			
8.1	Promotion of the project, visibility of EC support, ownership development	Provide UNDP with information on the project implementation by MHI for the project web-site nourishing.	September 2013-December 2014
		Participate in preparation of brochures, press releases, newsletters	

Expected Deliverables and payments:

N	Deliverable	Deliverable format	Deliverable Date
1	Comments on the Diagnostic Report II (Chapter on training needs and analysis)	electronic file by e-mail: MS Word	March 2014
2	Comments on the Joint Survey Methodology (first draft) in cooperation with SIO-RAS and IBSS	electronic file by e-mail: MS Word	March 2014
3	Training programme in cooperation with UkrSCES	electronic file by e-mail: MS Word	March 2014
4	Comments on the draft training materials, prepared by UkrSCES	electronic file by e-mail: MS Word	March 2014

N	Deliverable	Deliverable format	Deliverable Date
5	Concept on the WQ data base further development (in cooperation with UkrSCES)	electronic file by e-mail: MS Word	March2014
6	Comments on the second draft of the JSM (final version in July 2014)	electronic file by e-mail: MS Word	April2014
7	WQ database prototype, manual (in cooperation with UkrSCES, BSC and other experts of MHI)	software presentation mode (trial copy)/ electronic file by e-mail: MS Word	November 2014
8	Overview of the results of the testing of the new components of BSIS (Water Quality), recommendations on improvements (in cooperation with other experts of MHI)	electronic file by e-mail: MS Word	November 2014
9	Concept on the long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS (in cooperation with UkrSCES and BSC)	electronic file by e-mail: MS Word	December 2014
10	Materials for nourishing the webpage of the project, contribution to project brochures, newsletters, press releases	electronic file by e-mail: MS Word or other	As per request

Expert for Quality Assurance/Quality Control in Monitoring, Data Quality Control, Databases and Data Management in Ukraine

Description of Responsibilities

The consultant will be an **Expert for Quality Assurance/Quality Control (QA/QC) in Monitoring, Data Quality Control (DQC) in Ukraine** and will provide input to the implementation of the project and technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project, the Consultant will be participating in particular activities as follows:

Project activity		Responsibility of expert	Time frame
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.2	Preparation of training materials, revision/elaboration of SOPs, QA/QC and DQC guidelines	Recommend on ready SOPs, QA/QC and DQC guidelines, which can be used in the BS region. Contribute to the development of new SOPs, QA/QC and DQC Guidelines or adaptation of the existing	October 2013 - November 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Participate in the development of the regional WQ database (led by UkrSCES): <ul style="list-style-type: none"> Needs analysis for the further development of BSIS toward WQ database, based also on stakeholder feedback, preparation of a Concept on the proposed developments Support the development of the WQ prototype (expert consultations) Testing the web-based WQ database prototype 	September 2013- November 2014
7.2	Investigating the possibilities for interaction between the central BS WQ Database and other Black Sea regional data management infrastructures (e.g. under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine and SEIS. Maintenance of the BSIS	Provide comments on the Concept on long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	November 2014

Expected Deliverables

N	Deliverable	Deliverable format	Deliv. Date
1	Draft set of SOPs, QA/QC and DQC guidelines, recommendations on adaptation or development of new procedures and guidelines	electronic file by e-mail: MS Word	March 2014
3	Concept on the WQ data base further development (in cooperation with UkrSCES, BSC and other experts of MHI)	electronic file by e-mail: MS Word	March 2014
4	WQ database prototype, manual (in cooperation with UkrSCES and other experts of MHI)	SW presentation mode (trial copy)/ el. file by e-mail: MS Word	November 2014
5	Set of BS regional SOPs, QA/QC and DQC guidelines (in cooperation with other experts from UkrSCES, MHI, etc.)	electronic file by e-mail: MS Word	November 2014
6	Overview of the results of the testing of the new components of BSIS (Water Quality), recommendations on improvements (in cooperation with other experts of MHI)	electronic file by e-mail: MS Word	November 2014
7	Comments on the concept on the long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	electronic file by e-mail: MS Word	December 2014

Expert for Databases/Data Management and Satellite Monitoring in Ukraine

Description of Responsibilities

The consultant will be an **Expert for Databases/Data Management and Satellite Monitoring in Ukraine** and will provide input to the implementation of the project and technical support to the Project Manager. Under the overall supervision of the UNDP Project Manager and the International Technical Advisor of the project, the Consultant will be participating in the activities listed above and in particular in activities as follows:

Project activity		Responsibility of expert	Time frame
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
5.1	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure /equipment /vessels (Chapters of the Diagnostic Report)	Prepare assessment of the availability and needs in UA in cooperation with IBSS, contribute to the finalization of the Diagnostic Report and specifically provide contribution to the improvement and recommendations on sharing infrastructure/vessels/equipment in the field of operational monitoring	October-December 2013
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Participate in the development of the regional WQ database (lead by UkrSCES): <ul style="list-style-type: none"> Needs analysis for the further development of BSIS toward WQ database, preparation of a Concept on the proposed developments Support the development of the WQ prototype (expert consultations) Testing the web WQ database prototype 	September 2013- November 2014
7.2	Investigating the possibilities for interaction between the central BS WQ (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine and SEIS. Maintenance of the BSIS	Provide comments on the Concept on long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	November 2014

Expected Deliverables

N	Deliverable	Deliverable format	Deliv. Date
1	Assessment of the availability and needs in infrastructure/ equipment/vessels in Ukraine in cooperation with IBSS-Sevastopol	electronic file by e-mail: MS Word	March 2013
2	Recommendations on sharing of infrastructure/ equipment/ vessels in the Black Sea region	electronic file by e-mail: MS Word	March 2013
3	Concept on the WQ data base further development (in cooperation with UkrSCES, BSC and other experts of MHI)	electronic file by e-mail: MS Word	April 2014
4	WQ database prototype, manual (in cooperation with UkrSCES and other experts of MHI)	S-W presentation mode (trial copy)/ el. file by e-mail: MS Word	November 2014
5	Overview of the results of the testing of the new components of BSIS (Water Quality), recommendations on improvements (in cooperation with other experts of MHI)	electronic file by e-mail: MS Word	November 2014
6	Comments on the concept on the long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	electronic file by e-mail: MS Word	December 2014

Annex 14: Tasks and responsibilities of partner organizations

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of Permanent Secretariat of the Commission on the Protection of the Black Sea Against Pollution (BSC PS)	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collection of information needed for the preparation of the Diagnostic Report II. Comment on the draft Diagnostic Report II, contribute to the finalization of the document and prepare recommendations for the revision of national and regional monitoring systems (Diagnostic Report II, Part I and Part II)	November – December 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Disseminate the Diagnostic Report II at the level of relevant international organizations	December 2013 – June 2014
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	Develop <u>Draft List of Compliance Indicators</u> in support of indicator-based reporting under the Bucharest Convention in cooperation with the Partner Organizations and BSC Advisory Groups Promotion of the newly-proposed indicators at the level of the BSC	December 2013 – February 2014 February – June 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Consultation with experts on the needs in harmonization. Further development of the WQ/GES Classification Methodology and organization of a <u>workshop</u> to discuss it together with the proposed revisions of the Monitoring Programmes. Finalization of the <u>WQ/GES Classification Methodology and promotion</u> at the level of the BSC for adoption	November 2013 - April 2014 October 2014

Project activity		Responsibility of Permanent Secretariat of the Commission on the Protection of the Black Sea Against Pollution (BSC PS)	Time frame
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Prepare 'optimistic' and 'realistic' scenarios for the revision of BSIMAP and submit to UNDP Provide comments on the draft revised monitoring programmes, prepared by SOI	November 2013 – March 2014 June 2014
3.2	Further development of biological monitoring guidelines	Contribute to drafting of guidelines for biological monitoring and participation in workshop organization related to preparation of them	May - October 2014
3.4	Promotion of the biological monitoring guidelines	Promotion of the draft biological monitoring guidelines at the level of the BSC for adoption	October 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure/equipment/vessels and trainings (Chapters of the Diagnostic Report)	Contribute to the report on assessment needs in infrastructure/vessels/ equipment/	December 2013
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.1	Analysis of the needs (specifically for monitoring methods and QA/QC), preparation of program	Contribute to preparation of a Training Programme	December 2013 – January 2014
5.2	Preparation of materials, revision/elaboration of guidelines, organization of trainings/workshops	Participate in the organization of harmonization workshops/trainings possible	February 2014 - October 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs)	Contribute to preparation of a Joint Survey Methodology which first draft will be prepared by SIO-RAS	December 2013 – September 2014
6.2	Technical support to survey's organization planned under the projects MISIS, PERSEUS and/or COCONET	Technical support to the survey's (field work) organization planned under the projects MISIS, PERSEUS and/or COCONET)	October 2013 – December 2014

Project activity		Responsibility of Permanent Secretariat of the Commission on the Protection of the Black Sea Against Pollution (BSC PS)	Time frame
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Design and develop the <u>web portal of BSIS</u> , supported by an online CMS and style sheets. Participate in the WQ database development.	November 2013 – November 2014
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	Compilation of experts opinion investigating the possibilities for interaction between the central BS Water Quality Database and other BS regional data management infrastructures (under EmodNET, SeaDataNet), as well as the interoperability with the WISE-Marine (EEA) and SEIS. Conduct "interoperability" analysis. Preparation of <u>Concept on the long term maintenance of BSIS</u> .	November 2013 – December 2014
PA8 Dissemination of Knowledge and Best Practices, Public Awareness and Visibility			
8.1	Promotion of the project, visibility of EC support, ownership development	Provide UNDP with information on the project implementation by BSC PS for the web-site nourishing, brochure, press releases, newsletters	November 2013 – December 2014
8.2	Raising awareness	Participate in events conducted by EMBLAS	December 2013 - December 2014
8.3	Dissemination of Project results, visibility of Project efforts	Disseminate project results among national stakeholders	December 2013 - December 2014
PA9	Management of the project	Submit to UNDP in a timely manner information on the project implementation and expenditures so that the progress, interim and final reports are prepared in due time.	November 2013 – December 2014
		Project exit strategy	December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
List of international stakeholders	Document	electronic file by e-mail: MS Word, format provided by the Project Manager	December 2013
Draft <u>List of Compliance Indicators</u> (Note: to be further discussed and advanced)	Document	electronic file by e-mail: MS Word, hardcopy is optional	January 2014
Overview on the needs in harmonization in the Black Sea region (<i>sensu</i> Bucharest Convention, BSIS and BSIMAP)	Document	electronic file by e-mail: MS Word, hardcopy is optional	December 2013
WQ/GES Classification Methodology	Document	As result of joint work with stakeholders electronic file by e-mail: MS Word PDF file: electronic publication on websites	October 2014
Electronic publications of biological guidelines (e.g. Zooplankton, Macroalgae, Meiobenthos etc.) (in cooperation with OB-IBSS, IBSS and SIO-RAS)	Document	electronic files : PDF on webpages, hardcopy is optional	October 2014
'Optimistic' and 'realistic' scenarios for the finalization of annexes of BSIMAP	Document	electronic file by e-mail: MS Word	March 2014
Materials of harmonization workshops/trainings before and after the events (in cooperation with the partners participating in organization) (Agenda, materials for discussion, minutes, decisions, recommendations).	Document	electronic file by e-mail: MS Word	December 2013 – October 2014
Web portal of BSIS (online CMS and style sheets)	software	software presentation mode (trial copy)	October 2014
Overview of compilation of experts opinion investigating the possibilities for interaction between the central BS Water Quality Database and other BS regional data management infrastructures (under EmodNET, SeaDataNet), as well as the interoperability with the WISE-Marine (EEA) and SEIS ("linteroperability" analysis conclusions highlighted).	Document	electronic file by e-mail: MS Word	November 2014
Overview of the results of the testing of the new components of BSIS (Water Quality, <i>Mnemiopsis</i> and Phytoplankton data bases), recommendations on improvements	Document	electronic file by e-mail: MS Word	November 2014
Preparation of <u>Concept on the long term maintenance of BSIS</u>	Document	electronic file by e-mail: MS Word	December 2014
EMBLAS Exit Strategy (in cooperation with UNDP)	Document	electronic file by e-mail: MS Word	December 2014

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of A.O.Kovalevskiy Institute of Biology of Southern Seas (IBSS)	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.1	Preparation of special Questionnaire (Part 1 +Part2)	Provide comments on the draft Questionnaire Part I and Part II	July 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to the national LoS compilation	July 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collection of information needed for the preparation of the Diagnostic Report II. Comment on the draft Diagnostic Report II, contribute to the finalization of the document and prepare recommendations for the revision of national and regional monitoring systems (Diagnostic Report II, Part I and Part II)]	November – December 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Disseminate the Diagnostic Report II at the level of relevant authorities upon request of the Project Manager	December 2013 – June 2014
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	Contribute to the List of Compliance indicators compilation]	December 2013 – January 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Contribute to the Water Quality / GES Classification Methodology drafting Participate in harmonization workshop on WQ/GES	April – October 2014 April 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Prepare 'optimistic' and 'realistic' scenarios for the revision of the UA National monitoring programme and submit to SOI Provide comments on the draft revised monitoring programmes, prepared by SOI	November 2013 – March 2014 June 2014
3.2	Further development of biological monitoring guidelines	Contribute to drafting of guidelines for biological monitoring and participate in workshop related to preparation of them	July 2013 – October 2014
3.4	Promotion of the biological monitoring guidelines	Support the biological guidelines promotion	October – December 2014

Project activity		Responsibility of A.O.Kovalevskiy Institute of Biology of Southern Seas (IBSS)	Time frame
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure/equipment/vessels and trainings (Chapters of the Diagnostic Report)	Assess the UA availability and <u>needs in infrastructure/vessels / equipment</u> , prepare recommendations for sharing (efficient use of capacities), terms of sharing (Chapter in the Diagnostic Report II) Assessment of the UA <u>needs in training</u> (general, in order to further develop the monitoring in the Black Sea) (Chapter in the Diagnostic Report II and input to PA5). Prepare jointly with TSU and SIO-RAS report on assessment of the availability and needs in infrastructure/vessels/ equipment/ training in the project beneficiary countries - UA, GE, RU	August – November 2013 August – November 2013 December 2013
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.1	Analysis of the needs (specifically for monitoring methods and QA/QC), preparation of program	Contribute to preparation of a Training Programme Comment on the draft training materials prepared by UkrSCES	December 2013 – January 2014 December 2013 – January 2014
5.2	Preparation of materials, revision/elaboration of guidelines, organization of trainings/workshops	Recommend on ready SOPs, QA/QC and DQC guidelines, which can be used in the BS region. Contribute to the development of new SOPs, QA/QC and DQC Guidelines or adaptation of the existing Participate in harmonization workshop of chemical methods of monitoring	September 2013 - November 2014 August 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs)	Contribute to preparation of a Joint Survey Methodology which first draft will be prepared by SIO-RAS in December 2013	December 2013 – August 2014
6.2	Technical support to survey's organization planned under the projects MISIS, PERSEUS and/or COCONET	Provide technical support to the field work of other projects	October 2013 – December 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Conduct <u>needs</u> analysis for the further development of BSIS (<u>Mnemiopsis and Phytoplankton components</u>) and preparation of <u>Concept paper on the proposed developments</u> Further development of the Mnemiopsis data base (improvement of software, adding new data etc.). Prototype of the phytoplankton database, related manual.	July 2013 – January 2014 August 2013 – November 2014
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability	Participate (under the BSC PC leadership) in investigating the possibilities for interaction between the Mnemiopsis and Phytoplankton databases and other BS regional data management infrastructures (under EmodNET, SeaDataNet), as well as the interoperability with the WISE-Marine (EEA) and SEIS. Participate in the development of a Concept on the long term maintenance of BSIS	September 2013 – December 2014

Project activity		Responsibility of A.O.Kovalevskiy Institute of Biology of Southern Seas (IBSS)	Time frame
	with the WISE-Marine (EEA) and SEIS		
PA8 Dissemination of Knowledge and Best Practices, Public Awareness and Visibility			
8.1	Promotion of the project, visibility of EC support, ownership development	Provide UNDP with information on the project implementation by IBSS for the web-site nourishing, brochure, press releases, newsletters	August 2013 – December 2014
8.2	Raising awareness	Participate in events conducted by EMBLAS	December 2013 – December 2014
8.3	Dissemination of Project results, visibility of Project efforts	Disseminate project results among national stakeholders	December 2013 – December 2014
PA9	Management of the project	Submit to UNDP in a timely manner information on the project implementation and expenditures so that the progress, interim and final reports are prepared in due time	August 2013 – December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Assessment of the availability and needs in infrastructure/vessels/equipment in the project beneficiary countries (GE, RU and UA), recommendations for sharing (efficient use of capacities), terms of sharing (in cooperation with TSU and SOI-RAS)	Document	electronic file by e-mail: MS Word, hardcopy is optional	December 2013
Assessment of the UA needs in training/capacity building (general, in order to further develop the monitoring of the Black Sea) (in cooperation with the other UA partner organizations)	Document	electronic file by e-mail: MS Word, hardcopy is optional	November 2013
Electronic publications of biological guidelines (e.g. Macroalgae, etc.) (in cooperation with OB-IBSS)	Document	electronic file : PDF on webpages, hardcopy is optional	October 2014
'Optimistic' and 'realistic' scenarios for the revision of the UA National monitoring programme	Document	electronic file by e-mail: MS Word	March 2014
Concept paper on the further development of the <i>Mnemiopsis</i> data base and development of the regional Phytoplankton data base.	Document	electronic file by e-mail: MS Word	January 2014
Phytoplankton data base prototype	software	software presentation mode (trial copy)	October 2014
Methodology/manual for the phytoplankton (incl how to calculate bio-volumes, check lists, etc.)	Document	PDF on webpages and hard copy (Note: the hard copy publication will be funded in separate)	December 2014
Overview of the results of the testing of the new components of BSIS (Water Quality and <i>Mnemiopsis</i>), recommendations on improvements	Document	electronic file by e-mail: MS Word	November 2014
<i>Mnemiopsis</i> data base sustained and further developed (if needs identified)	Software/data base	Online database	November 2014

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of the Marine Hydrophysical Institute (MHI) - Ukraine	Time frame within duration of the project
PA1	Review of the national monitoring systems and of the methodological tools for assessing marine environmental data		
1.1	Preparation of special Questionnaire (Part 1+Part2)	Provide comments on the draft Questionnaire Part I and Part II	August 2013
1.2	Compilation of List of UA Stakeholders (LoS)	Contribute to the national LoS compilation	August 2013
1.3	Response to the Questionnaire (Part 1+Part2)	Different departments of MHI fill in the Questionnaire (in cooperation)	September 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Participation in dissemination of the Diagnostic Report II at the level of relevant authorities upon request by the project manager	December 2013 - June 2014
PA3	Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD		
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Prepare 'optimistic' and 'realistic' scenarios for the revision of the UA National monitoring programme and submit to SOI	November 2013 - March 2014
		Assess the cost-effectiveness of operational monitoring, develop vision for its inclusion into national monitoring programmes	April 2014
		Provide comments on the draft revised monitoring programmes, prepared by SOI	June 2014
PA5	Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard		
5.1	Analysis of the training needs (specifically for monitoring methods and QA/QC), preparation of program for trainings	Contribute to preparation of a Training Programme	November -December 2013
5.2	Preparation of training materials	Comment on the draft training materials prepared by UkrSCES and selected manuals, recommend improvements	January 2014
PA6	Prepare the methodology for Joint Black Sea Surveys		
6.1	Survey methodology (based on the results of revision of monitoring programs)	Contribute to preparation of a Joint Survey Methodology which drafts will be elaborated by SIO-RAS	October – December 2013 – first draft; December 2014 - final
PA8	Dissemination of Knowledge and Best Practices, Public Awareness and Visibility		
8.1	Promotion of the project, visibility of EC support, ownership development	Provide UNDP with information on the project implementation by MHI for the web-site nourishing, brochure, press releases, newsletters	August 2013 – December 2014
PA9	Management of the project	Submit to UNDP in a timely manner information on the project implementation by MHI and related expenditures so that the progress, interim and final reports are prepared in due time	August 2013 – December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Filled in Questionnaire Part I	Document	electronic file by e-mail: MS Word	September 2013
Filled in Questionnaire Part II	Document	electronic file by e-mail: MS Word	October 2013
Recommendations on the revision of the UA national monitoring program	Document	electronic file by e-mail: MS Word	October 2013
Comments on the draft Training Programme (prepared by UkrSCES) and recommendations for improvements	Document	electronic file by e-mail: MS Word	December 2013
Comments on the draft training materials prepared by UkrSCES and selected manuals, and recommendations for improvements	Document	electronic file: PDF on webpages	January 2014
Comments on the Joint Survey Methodology first draft (prepared by SIO-RAS), recommendations for improvements	Document	electronic file by e-mail: MS Word	January 2014
'Optimistic' and 'realistic' scenarios for the revision of the UA National monitoring programme	Document	electronic file by e-mail: MS Word, hardcopy is optional	March 2014
Assessment of the cost-effectiveness of operational monitoring, options for its inclusion into national monitoring programmes	Document	electronic file by e-mail: MS Word, hardcopy is optional	April 2014
Comments on the draft revised monitoring programmes, prepared by SOI and recommendations for improvements	Document	electronic file by e-mail: MS Word	June 2014
Comments on the Joint Survey Methodology second draft (prepared by SIO-RAS), recommendations for improvements	Document	electronic file by e-mail: MS Word	October 2014
Contributions to the project newsletter, brochures and other materials prepared for the webpage of the project	Document	electronic file by e-mail: MS Word	As per request

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of National Environmental Agency "Black Sea Monitoring Center" (NEA) - Tbilisi, Georgia	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.1	Preparation of special Questionnaire (Part 1 +Part2)	Provide comments on the draft Questionnaire Part I and Part II	August 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to the national LoS compilation	August 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collection of information needed for the preparation of the Diagnostic Report II. Comment on the draft Diagnostic Report II, contribute to the finalization of the document and prepare recommendations for the revision of national and regional monitoring systems (Diagnostic Report II, Part I and Part II)	October - December 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Disseminate the Diagnostic Report II at the level of relevant authorities upon request of the Project Manager	December 2013 – June 2014
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	Contribute to the List of Compliance indicators compilation	August 2013 – January 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Contribute to the Water Quality / GES Classification Methodology drafting Participate in harmonization workshop on WQ/GES	April 2014 – October 2014 April 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Prepare 'optimistic' and 'realistic' scenarios for the revision of the GE National monitoring programme and submit to SOI Provide comments on the draft revised monitoring programmes, prepared by SOI	November 2013 – March 2014 June 2014
3.2	Further development of biological monitoring guidelines	Contribute to drafting of guidelines for biological monitoring and participation in workshop related to preparation of them	May – October 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure /equipment /vessels and trainings (Chapters of the Diagnostic Report)	Contribute to the report on assessment needs in infrastructure/vessels/ equipment/ training analysing the needs in GE	October-December 2013

Project activity		Responsibility of National Environmental Agency “Black Sea Monitoring Center” (NEA) - Tbilisi, Georgia	Time frame
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.1	Analysis of the needs (specifically for monitoring methods and QA/QC), preparation of program	Contribute to preparation of a Training Programme analysing the needs in GE Comment on the draft training materials prepared by UkrSCES	October 2013 – January 2014 December 2013 – January 2014
5.2	Preparation of materials, revision/elaboration of guidelines, organization of trainings/workshops	Recommend on ready SOPs, QA/QC and DQC guidelines, which can be used in the BS region. Contribute to the development of new SOPs, QA/QC and DQC Guidelines or adaptation of the existing Participate in harmonization workshop of chemical methods of monitoring and trainings	September 2013 - November 2014 August 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs	Contribute to preparation of a Joint Survey Methodology which first draft will be prepared by SIO-RAS	December 2013 – August 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Provide comments on the developments of BSIS and functionalities as web services components, prepared by the responsible organizations. Participate in testing of the new BSIS components	August – November 2014
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	Provide comments on the Concept on long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	November – December 2014
PA8 Dissemination of Knowledge and Best Practices, Public Awareness and Visibility			
8.1	Promotion of the project, visibility of EC support, ownership development	Provide UNDP with information on the project implementation by NEA for the web-site nourishing, brochure, press releases, newsletters	August 2013 – December 2014
8.2	Raising awareness	Participate in events conducted by EMBLAS	December 2013 – December 2014
8.3	Dissemination of Project results, visibility of Project efforts	Disseminate project results among national stakeholders	December 2013 – December 2014
PA9	Management of the project	Submit to UNDP in a timely manner information on the project implementation and expenditures so that the progress, interim and final reports are prepared in due time	August 2013 – December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Filled in Questionnaire Part I	Document	electronic file by e-mail: MS Word	September 2013
Filled in Questionnaire Part II	Document	electronic file by e-mail: MS Word	October 2013
Assessment in Georgia of <u>the availability and needs in infrastructure/vessels/equipment</u> , recommendations for sharing (efficient use of capacities), terms of sharing (in cooperation with TSU)	Document	electronic file by e-mail: MS Word, hardcopy is optional	November 2013
Assessment of the GE <u>needs in training/capacity building</u> (general, in order to further develop the monitoring of the Black Sea) (in cooperation with TSU)	Document	electronic file by e-mail: MS Word, hardcopy is optional	November 2013
List of compliance indicators (<i>sensu</i> Bucharest Convention) proposed by GE	Document	electronic file by e-mail: MS Word, hardcopy is optional	December 2013
Recommendations on ready SOPs, QA/QC and DQC guidelines, which can be used in the BS region, and on the way they can be adapted to the region (in consultation with TSU and other relevant organizations).	Document	electronic file by e-mail: MS Word	February 2014
'Optimistic' and 'realistic' scenarios for the revision of the GE National monitoring programme	Document	electronic file by e-mail: MS Word	March 2014
Overview of the results of the testing of the new components of BSIS, recommendations on improvements	Document	electronic file by e-mail: MS Word	October 2014

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of Odessa Branch IBSS Ukraine (OB-IBSS) – Ukraine	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.1	Preparation of special Questionnaire (Part 1 +Part2)	Provide comments on the draft Questionnaire Part I and Part II	August 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to the national LoS compilation <i>Note: the format for the List shall be prepared by UNDP. Each NFP in his/her country shall organise the compilation of the lists in cooperation with the partners.</i>	August 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collection of information needed for the preparation of the Diagnostic Report II. Comment on the draft Diagnostic Report II, contribute to the finalization of the document and prepare recommendations for the revision of national and regional monitoring systems (Diagnostic Report II, Part I and Part II)	August – December 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Disseminate the Diagnostic Report II at the level of relevant authorities upon request of the Project Manager	December 2013 – June 2014
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Convention	Participate in the List of Compliance indicators development/compilation	October2013 – January 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Participate in the Water Quality / GES Classification Methodology drafting under the leadership of the BSC PS Participate in harmonization workshop on WQ/GES	January – October 2014 April 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Prepare 'optimistic' and 'realistic' scenarios for the revision of the UA National monitoring programme and submit to SOI Provide comments on the draft revised monitoring programmes, prepared by SOI	November 2013 – March 2014 June 2014

Project activity		Responsibility of Odessa Branch IBSS Ukraine (OB-IBSS) – Ukraine	Time frame
3.2	Further development of biological monitoring guidelines	In collaboration with IBSS-Sevastopol, SOI and SIO-RAS: Analyse the needs in revision of guidelines Revision/finalization of guidelines for biological monitoring (facilitated by organization of a workshop) <u>Preparation of electronic publication of regional guidelines</u> (biological monitoring) on the webpage of the project and if possible on the BSC webpage as well (Note: Which guidelines exactly will be attended is to be decided by the Project Partners together)	July –November 2013 October 2013 – September 2014; workshop – May 2014 October 2014
3.4	Promotion of the biological monitoring guidelines	Promotion of the biological monitoring guidelines at the level of the BSC for adoption	October – December 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure/equipment/vessels and trainings (Chapters of the Diagnostic Report)	Contribute to the report on assessment needs in infrastructure/vessels/ equipment/ training <i>Note: This Report is rather a Chapter in the Diagnostic Report of PA1. However, those parts of the Quest which are about equipment/vessels/infrastructure and training will be given for analysis to Shirshov, IBSS (Sevastopol) and Tbilisi University as leading organizations in their countries.</i>	December 2013
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.1	Analysis of the needs (specifically for monitoring methods and QA/QC), preparation of program	Contribute to preparation of a Training Programme Comment on the draft training materials prepared by UkrSCES	December 2013 – January 2014 December 2013 – January 2014
5.2	Preparation of materials, revision/elaboration of guidelines, organization of trainings/workshops	Recommend on ready SOPs, QA/QC and DQC guidelines, which can be used in the BS region. Contribute to the development of new SOPs, QA/QC and DQC Guidelines or adaptation of the existing Participate in harmonization workshop of chemical methods of monitoring	September 2013 - November 2014 August 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs	Contribute to preparation of a Joint Survey Methodology which first draft will be prepared by SIO-RAS [Months - 10-11-12]	October – December 2013
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Provide comments on the developments of BSIS and functionalities as web services components, prepared by the responsible organizations. Participate in testing of the new BSIS components	August – November 2014

Project activity		Responsibility of Odessa Branch IBSS Ukraine (OB-IBSS) – Ukraine	Time frame
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	Provide comments on the Concept on long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	November – December 2014
PA8 Dissemination of Knowledge and Best Practices, Public Awareness and Visibility			
8.1	Promotion of the project, visibility of EC support, ownership development	Provide UNDP with information on the project implementation by OB-IBSS for the web-site nourishing, brochure, press releases, newsletters	August 2013 – December 2014
8.2	Raising awareness	Participate in events conducted by EMBLAS	December 2013 – December 2014
8.3	Dissemination of Project results, visibility of Project efforts	Disseminate project results among national stakeholders	December 2013 – December 2014
PA9	Management of the project	Submit to UNDP in a timely manner information on the project implementation and expenditures so that the progress, interim and final reports are prepared in due time	August 2013 – December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Filled in Questionnaire Part I	Document	electronic file by e-mail: MS Word	15 September 2013
Filled in Questionnaire Part II	Document	electronic file by e-mail: MS Word	15 October 2013
Recommendations on the revision of national and regional monitoring systems	Document	electronic file by e-mail: MS Word, hardcopy is optional	November 2013
Assessment of the availability and needs in infrastructure/vessels/equipment in Ukraine, recommendations for sharing (efficient use of capacities), terms of sharing (in coop. with IBSS)	Document	electronic file by e-mail: MS Word, hardcopy is optional	November 2013
Assessment of the UA needs in training/capacity building (general, in order to further develop the monitoring of the Black Sea) (in cooperation with IBSS)	Document	electronic file by e-mail: MS Word, hardcopy is optional	November 2013
Water Quality/GES Classification Methodology (in cooperation with the BSC)	Document	electronic file: PDF on webpages, hardcopy is optional	October 2014
List of compliance indicators (<i>sensu</i> Bucharest Convention) proposed by UA	Document	electronic file by e-mail: MS Word, hardcopy is optional	January 2014
Electronic publications of biological guidelines (e.g. Zooplankton, Macroalgae, Meiobenthos, etc.)	Document	electronic file : PDF on webpages, hardcopy is optional	October 2014
'Optimistic' and 'realistic' scenarios for the revision of the UA National monitoring programme	Document	electronic file by e-mail: MS Word	March 2014
Overview of the results of the testing of the new components of BSIS, recommendations on improvements	Document	electronic file by e-mail: MS Word	November 2014

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of Odessa National I.I.Mechnikov University (ONU) - Ukraine	Time frame within duration of the project
PA1	Review of the national monitoring systems and of the methodological tools for assessing marine environmental data		
1.1	Preparation of special Questionnaire (Part 1 +Part2)	Provide comments on the draft Questionnaire Part I and Part II	July 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to the national LoS compilation	July 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I)	Review the information provided in the Questionnaire (Part I and II) and other relevant materials collected by the POs, conduct analyses for gaps. Prepare Diagnostic Report (Part I and II) in a format provided by the project manager.	July – December 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Participation in dissemination of the Diagnostic Report II at the level of relevant authorities upon request by the project manager	December 2013 - June 2014
PA2	Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements		
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	Contribute to the List of Compliance indicators compilation	November 2013 – January 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Contribute to the Water Quality / GES Classification Methodology drafting Participation in harmonization workshop on WQ/GES	September – October 2014 April 2014
PA3	Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD		
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Prepare 'optimistic' and 'realistic' scenarios for the revision of the UA National monitoring programme and submit to SOI Provide comments on the draft revised monitoring programmes, prepared by SOI	November 2013 - March 2014 June 2014
3.2	Further development of biological monitoring guidelines	Comment/revise draft guidelines for biological monitoring and participate in workshop related to preparation of them	– May – October 2014
PA4	Assessment of needs regarding laboratory infrastructure, equipment, and training		

Project activity		Responsibility of Odessa National I.I.Mechnikov University (ONU) - Ukraine	Time frame within duration of the project
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure/equipment/vessels and trainings (Chapters of the Diagnostic Report)	Revise/comment on the report on assessment needs in infrastructure/vessels/ equipment/ training <i>Note: This Report is rather a Chapter in the Diagnostic Report of PA1. However, those parts of the Quest which are about equipment/vessels/infrastructure and training will be given for analysis to Shirshov, IBSS (Sevastopol) and Tbilisi University as leading organizations in their countries.</i>	December 2013
PA5	Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard		
5.1	Analysis of the needs (specifically for monitoring methods and QA/QC), preparation of program	Contribute to preparation of a Training Programme	December 2013 – January 2014
5.2	Preparation of materials, revision/elaboration of guidelines, organization of trainings/workshops	Comment on the draft training materials and manuals prepared by UkrSCES Participate in harmonization workshop/training	December 2013 – January 2014, November 2014 August 2014
PA6	Prepare the methodology for Joint Black Sea Surveys		
6.1	Survey methodology (based on the results of revision of monitoring programs	Contribute to preparation of a Joint Survey Methodology which first draft will be prepared by SIO-RAS	October – December 2013 – draft ; December 2014 - final
PA7	Development of the web-based Black Sea Water Quality Database prototype		
7.1	Further development of BSIS components and functionalities as web services	Provide comments on the developments of BSIS and functionalities as web services components, prepared by the responsible organizations. Participate in testing of the new BSIS components	August – November 2014
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	Provide comments on the Concept on long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	November – December 2014

Project activity		Responsibility of Odessa National I.I.Mechnikov University (ONU) - Ukraine	Time frame within duration of the project
PA8	Dissemination of Knowledge and Best Practices, Public Awareness and Visibility		
8.1	Promotion of the project, visibility of EC support, ownership development	Organize stakeholders workshop. Provide UNDP BRC with information on the project implementation by ONU for the web-site nourishing, brochure, press releases, newsletters. Ensure hard copy publication of project materials, where necessary	August – November 2014 – August 2013 – December 2014
8.2	Raising awareness	Participate in events conducted by EMBLAS	December 2013 – December 2014
PA9	Management of the project	Submit to UNDP BRC in a timely manner information on the project implementation and expenditures so that the progress, interim and final reports are prepared in due time	August 2013 – December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Diagnostic Report II/Part I	Document	electronic file by e-mail: MS Word, hardcopy is optional	November 2013
First draft of Diagnostic Report II/Part II	Document	electronic file by e-mail: MS Word, hardcopy is optional	December 2013
'Optimistic' and 'realistic' scenarios for the revision of the UA National monitoring programme	Document	electronic file by e-mail: MS Word	March 2014
Overview of the results of the testing of the new components of BSIS	Document	electronic file by e-mail: MS Word	October 2014
Stakeholders workshop materials before and after the meeting	Documents (Agenda, List of participants, Minutes)	electronic file by e-mail: MS Word	November 2014

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of P.P.Shirshov institute of oceanology Russian Academy of Sciences (SIO-RAS) - Russia	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.1.	Diagnostic Report Questionnaire Part I and II	Fill in the Questionnaire	September-November 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to the national LoS compilation	August 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collection of information needed for the preparation of the Diagnostic Report II	November – December 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Disseminate the Diagnostic Report II at the level of relevant authorities upon request of the Project Manager	December 2013 – June 2014
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	Contribute to the List of Compliance indicators compilation	December 2013 – January 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Contribute to the Water Quality / GES Classification Methodology drafting	September 2013 – October 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Provide comments on the draft revised monitoring programmes, prepared by SOI	November 2013 – March 2014
3.2	Further development of biological monitoring guidelines	Contribute to drafting of guidelines for biological monitoring and participate in workshop related to preparation of them	May - October 2014
3.4	Promotion of the biological monitoring guidelines	Support the biological guidelines promotion	October 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations on sharing of infrastructure/equipment/vessels and on trainings (Chapters of the Diagnostic Report)	Assessment of the RU needs in training (general, in order to further develop monitoring and data management) (Chapter in the Diagnostic Report II and input to PA5)	August – November 2013
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.1	Analysis of the training needs (specifically for monitoring methods and QA/QC),	Contribute to preparation of a Training Programme	December 2013 – January 2014

	preparation of a training program		
5.2	Preparation of training materials, revision/elaboration of guidelines, organization of trainings/workshops	Recommend on ready SOPs, QA/QC and DQC guidelines, which can be used in the BS region. Comment on the draft training materials prepared by UkrSCES	November 2014 December 2013 – January 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs	Collate relevant information (BAPs and BATs), analyse suitability for the Black Sea region	December 2013 - first outline, August 2014 - final
6.2	Technical support to survey's organization planned under the projects MISIS, PERSEUS and/or COCONET	Technical support to the survey's (field work) organization planned under the projects MISIS, PERSEUS and/or COCONET)	October 2013 – December 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Participate in testing of the new BSIS components	August – November 2014
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	Provide comments on the Concept on long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	November – December 2014
PA8 Dissemination of Knowledge and Best Practices, Public Awareness and Visibility			
8.1	Promotion of the project, visibility of EC support, ownership development	Provide UNDP with information on the project implementation by SIO-RAS for the web-site nourishing, brochure, press releases	August 2013 – December 2014
8.2	Raising awareness	Participate in events conducted by EMBLAS	December 2013 – December 2014
8.3	Dissemination of Project results, visibility of Project efforts	Disseminate project results among national stakeholders	December 2013 – December 2014
PA9	Management of the project	Submit to UNDP in a timely manner information on the project implementation and expenditures so that the progress, interim and final reports are prepared in due time	August 2013 – December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Contribute to the list of national stakeholders	Document	electronic file by e-mail: MS Word, format provided by the Project Manager	August 2013
Filled in Questionnaire Part I (by different departments of SIO-RAS)	Document	electronic file by e-mail: MS Word	September 2013
Filled in Questionnaire Part II (by different departments of SIO-RAS)	Document	electronic file by e-mail: MS Word	November 2013
Assessment of the <u>RU needs in training</u> (general, in order to further develop monitoring)	Document	electronic files : PDF on webpages, hardcopy is optional	November 2013
List of proposed compliance indicators	Document	electronic file by e-mail: MS Word	December 2013
Recommendations on water quality/GES classification development	Document	electronic file by e-mail: MS Word	March 2014
Recommendations on the revision of national and regional monitoring programmes	Document	electronic file by e-mail: MS Word	April 2014
Recommendations on the draft Joint Survey methodology improvements	Document	electronic files : PDF on webpages	June 2014
Recommendations on the improvement of the draft biological guidelines (e.g. Microplankton, Macroalgae, and Meiobenthos)	Document	electronic files : PDF on webpages	August 2014
Recommendations on the long term maintenance of BSIS and interaction with RU-based data infrastructures having relation to the Black Sea	Document	electronic files : PDF on webpages	November 2014
Overview of the results of the testing of the new components of BSIS (Water Quality, <i>Mnemiopsis</i> and Phytoplankton data bases), recommendations on improvements	Document	electronic file by e-mail: MS Word	November 2014
Information on the project implementation by SIO-RAS for the web-site nourishing, brochure, press releases,	Document	electronic file by e-mail: MS Word	Upon request of the manager

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of State Oceanographic Institute of Roshydromet (FSBI «SOI») - Russia	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.1.	Diagnostic Report Questionnaire Part I and II	Fill in the Questionnaire (Note: different Departments of FSBI «SOI» to work in cooperation)	August-November 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to the national LoS compilation	August 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collection of information needed for the preparation of the Diagnostic Report II	November – December 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Disseminate the Diagnostic Report II at the level of relevant authorities upon request of the Project Manager	December 2013 – June 2014
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	Contribute to the List of Compliance indicators compilation	December 2013 – January 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Contribute to the Water Quality / GES Classification Methodology drafting	September 2013 – October 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Provide recommendations on the revision of the RU monitoring programmes (incl. institutional and policy frameworks change required for the latter) Participate in the preparation of the revised monitoring programmes	Nov. 2013 – Mar.2014 Mar. 2014-Oct. 2014
3.2	Further development of biological monitoring guidelines	Recommend on improvements of the draft guidelines for biological monitoring	May - October 2014
3.3	Promotion of the revised monitoring programmes	Promote the revised monitoring programmes and lobby for the inclusion of operational monitoring into them as an integral part	October 2014-December 2014
3.4	Promotion of the biological monitoring guidelines	Promote the biological guidelines for wide use in the region	October 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations on sharing of infrastructure/equipment/vessels and on trainings (Chapters of the Diagnostic Report)	Contribute to the assessment of the RU <u>needs in training</u> (general, in order to further develop monitoring and data management) (Chapter in the Diagnostic Report II and input to PA5)	August – November 2013

Project activity		Responsibility of State Oceanographic Institute of Roshydromet (FSBI «SOI») - Russia	Time frame
		Contribute to the assessment of the RU availability and needs in infrastructure/vessels/equipment (Chapter in the Diagnostic Report II)	October-December 2013
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.1	Analysis of the training needs (specifically for monitoring methods and QA/QC), preparation of a training program	Contribute to preparation of a Training Programme	December 2013 – January 2014
5.2	Preparation of training materials, revision/elaboration of guidelines, organization of trainings/workshops	Recommend on ready SOPs, QA/QC and DQC guidelines, which can be used or adapted/further developed in the BS region. Comment on the draft training materials prepared by UkrSCES Contribute to the development of new SOPs, QA/QC and DQC Guidelines or adaptation/further development of the existing ones. Promotion of the SOPs and Guidelines prepared for wide use in the region.	September-October 2013 January 2014 January 2014-November 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Joint Survey methodology (based on the results of revision of monitoring programs	Contribute to the Joint Survey Methodology preparation	Dec. 2013 - first outline, August 2014 - final
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Provide comments on the Concept paper on the WQ data base development Participate in testing of the new BSIS components	January 2014 Aug. – Nov. 2014
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	Provide comments on the Concept on long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS, etc.	November – December 2014
PA8 Dissemination of Knowledge and Best Practices, Public Awareness and Visibility			
8.1	Promotion of the project, visibility of EC support, ownership development	Provide UNDP with information on the project implementation by FSBI «SOI» for the web-site nourishing, brochure, press releases	August 2013 – December 2014
8.2	Raising awareness	Participate in events conducted by EMBLAS, promote EMBLAS findings	Dec. 2013 – Dec. 2014
8.3	Dissemination of Project results, visibility of Project efforts	Disseminate project results among national stakeholders	Dec. 2013 – Dec. 2014
PA9	Management of the project	Submit to UNDP in a timely manner information on the project implementation and expenditures so that the progress, interim and final reports are prepared in due time	August 2013 – December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Contribute to the list of national stakeholders	Document	electronic file by e-mail: MS Word, format provided by the Project Manager	August 2013
Filled in Questionnaire Part I (by different departments of FSBI «SOI» in cooperation)	Document	electronic file by e-mail: MS Word	September 2013
Filled in Questionnaire Part II (by different departments of FSBI «SOI» in cooperation)	Document	electronic file by e-mail: MS Word	November 2013
Contribution to the Diagnostic Report Part I (the <u>RU needs in training</u> to further develop monitoring)	Document	electronic file by e-mail: MS Word	October 2013
Recommendations on ready SOPs, QA/QC and DQC guidelines, which can be used or adapted/further developed in the BS region	Document	electronic file by e-mail: MS Word	October 2013
Contribution to the Diagnostic Report Part II (the <u>RU availability and needs in infrastructure/equipment/vessels</u> to further develop monitoring)		electronic file by e-mail: MS Word	November 2013
List of proposed compliance indicators	Document	electronic file by e-mail: MS Word	December 2013
Recommendations of the Training Program further development	Document	electronic file by e-mail: MS Word	January 2013
Comments on the Concept Paper on the further development of BSIS (WQ data base component)	Document	electronic file by e-mail: MS Word	January 2013
Recommendations on water quality/GES classification development	Document	electronic file by e-mail: MS Word	March 2014
Recommendations on the revision of the RU monitoring programmes and BSIMAP	Document	electronic file by e-mail: MS Word	March 2014
Contribution to the development/adaptation of SOPs, QA/QC and DQC Guidelines	Document	electronic file by e-mail: MS Word	August 2014
Recommendations on the draft Joint Survey methodology improvements	Document	electronic file by e-mail: MS Word	June 2014
Recommendations on the improvement of the draft biological guidelines (e.g. Zooplankton (incl Microplankton), Macroalgae, and Meiobenthos, etc.), contributions	Document	electronic file by e-mail: MS Word	August 2014
Draft revised national and regional monitoring programmes	Document	electronic file by e-mail: MS Word	October 2014
Recommendations on the long term maintenance of BSIS and interaction with RU-based data infrastructures having relation to the Black Sea and regional/European data bases	Document	electronic file by e-mail: MS Word	October 2014
Overview of the results of the testing of the new components of BSIS (Water Quality, <i>Mnemiopsis</i> and Phytoplankton data bases), recommendations on improvements	Document	electronic file by e-mail: MS Word	November 2014
Information on the project implementation by FSBI «SOI» for the web-site nourishing, brochure, press releases,	Document	electronic file by e-mail: MS Word	Upon request of the manager

List of proposed compliance indicators

Recommendations on the draft Joint Survey methodology improvements

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of Iv.Javakhishvili Tbilisi State University (TSU) – Georgia	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.1	Preparation of special Questionnaire (Part 1 +Part2)	Provide comments on the draft Questionnaire Part I and Part II	July 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to compilation of the national List of Stakeholders	July 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Contribute to the collection of information needed for the preparation of the Diagnostic Report II. Comment on the draft Diagnostic Report II, contribute to the finalization of the document and prepare recommendations for the revision of national and regional monitoring systems (Diagnostic Report II, Part I and Part II)	November – December 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Disseminate the Diagnostic Report II at the level of relevant authorities upon request of the Project Manager	December 2013 – June 2014
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	Contribute to the List of Compliance indicators compilation	December 2013 – January 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Contribute to the Water Quality / GES Classification Methodology drafting Participate in harmonization workshop on WQ/GES	September 2014 – October 2014 April 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Prepare 'optimistic' and 'realistic' scenarios for the revision of the GE National monitoring programme and submit to SOI Provide comments on the draft revised monitoring programmes, prepared by SOI	November 2013 – March 2014 June 2014
3.2	Further development of biological monitoring guidelines	Comment/revise draft guidelines for biological monitoring and participate in workshop related to preparation of them	May – October 2014

Project activity		Responsibility of Iv.Javakhishvili Tbilisi State University (TSU) – Georgia	Time frame
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure/equipment/vessels and trainings (Chapters of the Diagnostic Report)	Assess in GE the availability and <u>needs in infrastructure/vessels/equipment</u> , prepare recommendations for sharing (efficient use of capacities), terms of sharing (Chapter in the Diagnostic Report II)] Assessment of the GE <u>needs in training</u> (general, in order to further develop the monitoring of the Black Sea) (Chapter in the Diagnostic Report II and input to PA5) Submit national report to IBSS	August – November 2013 August – November 2013 November 2013
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			
5.1	Analysis of the needs (specifically for monitoring methods and QA/QC), preparation of program	Contribute to preparation of a Training Programme	December 2013 – January 2014
5.2	Preparation of materials, revision/elaboration of guidelines, organization of trainings/workshops	Comment on the draft training materials prepared by UkrSCES Participate in harmonization workshop/training	December 2013 – January 2014 August 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs	Contribute to preparation of a Joint Survey Methodology which first draft will be prepared by SIO-RAS	October – December 2013
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Provide comments on the developments of BSIS and functionalities as web services components, prepared by the responsible organizations. Participate in testing of the new BSIS components	August – November 2014
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	Provide comments on the Concept on long term maintenance of BSIS and interaction of the WQ database with other BS regional data management infrastructures, as well as the interoperability with the Wise-Marine (EEA) and SEIS	November – December 2014

Project activity		Responsibility of Iv.Javakhishvili Tbilisi State University (TSU) – Georgia	Time frame
PA8 Dissemination of Knowledge and Best Practices, Public Awareness and Visibility			
8.1	Promotion of the project, visibility of EC support, ownership development	Organize stakeholders workshop Provide UNDP with information on the project implementation by TSU for the web-site nourishing, brochure, press releases, newsletters	August – November 2014 August 2013 – December 2014
8.2	Raising awareness	Participate in events conducted by EMBLAS	December 2013 – December 2014
8.3	Dissemination of Project results, visibility of Project efforts	Disseminate project results among national stakeholders	December 2013 – December 2014
PA9	Management of the project	Submit to UNDP in a timely manner information on the project implementation and expenditures so that the progress, interim and final reports are prepared in due time	August 2013 – December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Assessment in Georgia of <u>the availability and needs in infrastructure/vessels/equipment</u> , recommendations for sharing (efficient use of capacities), terms of sharing (in cooperation with NEA)	Document	electronic file by e-mail: MS Word, hardcopy is optional	November 2013
Assessment of the <u>GE needs in training/capacity building</u> (general, in order to further develop the monitoring of the Black Sea) (in cooperation with NEA)	Document	electronic file by e-mail: MS Word, hardcopy is optional	November 2013
'Optimistic' and 'realistic' scenarios for the revision of the GE National monitoring programme	Document	electronic file by e-mail: MS Word	March 2014
Overview of the results of the testing of the new components of BSIS	Document	electronic file by e-mail: MS Word	October 2014
Stakeholders workshop materials before and after the meeting	Documents (Agenda, List of participants, Minutes)	electronic file by e-mail: MS Word	November 2014

TERMS OF REFERENCE AND TIME FRAME

Project activity		Responsibility of Ukrainian Scientific Center of Ecology of the Sea (UkrSCES) - Odessa, Ukraine	Time frame
PA1 Review of the national monitoring systems and of the methodological tools for assessing marine environmental data			
1.1	Preparation of special Questionnaire (Part 1 +Part2)	Provide comments on the draft Questionnaire Part I and Part II	August 2013
1.2	Compilation of List of Stakeholders, communication with them and collation of information (through the Questionnaire), review of available documents	Contribute to the national LoS compilation	August 2013
1.3	Preparation of a Report on the findings and Recommendations for revision of national and regional monitoring systems and for further development of tools of management and assessment of data/information (Diagnostic Report II, Part I and Part II)	Fill in the Questionnaires. Contribute to the collection of information needed for the preparation of the Diagnostic Report II. Comment on the draft Diagnostic Report II, contribute to the finalization of the document and prepare recommendations for the revision of national and regional monitoring systems (Diagnostic Report II, Part I and Part II)]	November – December 2013
1.4	Dissemination of the Diagnostic Report, work toward alignment of national funding with the needs identified in monitoring and data management	Disseminate the Diagnostic Report II at the level of relevant authorities upon request of the project manager	December 2013 – June 2014
PA2 Support to the implementation of countries obligations under the Bucharest and other related Conventions and Agreements			
2.1	Facilitating the development of an indicator-based reporting on compliance within the Black Sea countries' obligations under the Bucharest Conventions	Contribute to the List of Compliance indicators compilation	December 2013 – January 2014
2.2	Support to the harmonization of national policies, including common understanding of water quality/GES, promotion	Participate in the Water Quality / GES Classification Methodology development Participate in a WQ/GES Workshop	February – October 2014 April 2014
PA3 Development of cost-effective and harmonised biological and chemical monitoring programmes in accordance with reporting obligations under multilateral environmental agreements, the WFD and the MSFD			
3.1	Revision of National and Regional Monitoring Programs (based on the reporting needs, promotion of operational monitoring, cost-effectiveness, etc.)	Prepare 'optimistic' and 'realistic' scenarios for the revision of the UA National monitoring programme and submit to SOI Provide comments on the draft revised monitoring programmes, prepared by SOI	December 2013 – March 2014 June 2014
PA4 Assessment of needs regarding laboratory infrastructure, equipment, and training			
4.2	Assessment of the availability and needs, elaboration of recommendations for sharing of infrastructure / equipment / vessels and trainings (Chapters of the Diagnostic Report)	Contribute to the report on assessment of the availability and needs in infrastructure/vessels/ equipment/ training in Ukraine	November-December 2013
PA5 Elaboration and implementation of a first training programme on monitoring methods and quality assurance adhering to ISO 17025 standard			

Project activity		Responsibility of Ukrainian Scientific Center of Ecology of the Sea (UkrSCES) - Odessa, Ukraine	Time frame
5.1	Analysis of the training needs (specifically for monitoring methods and QA/QC), preparation of training program	Analyse the needs in chemical monitoring training and prepare <u>a Training Programme</u> (specifically for monitoring methods and QA/QC) , based on the results of analysis and recommendations from Partner Organization	September – December 2013
5.2	Preparation of training materials, revision/elaboration of guidelines, organization of trainings/harmonization workshops	Prepare <u>training materials</u> , agreed with Partner Organizations <u>Organize one training</u> <u>Conduct training evaluation</u>	Dec. 2013 – January 2014 February –June 2014 June-August 2014
		Develop/adjust for the Black Sea Labs set of <u>SOPs and QA/QC Manuals</u> , revise the <u>UBSS project DQC Manuals</u> . (Note: Which DCQ Guidelines will be attended is to be decided by the partners in consultations), promotion at regional level and publication on the project website and if possible on the BSC website as well Organize <u>one workshop</u> on harmonization of chemical methods (priority parameters - e.g. pesticides, detergents, TPHs and PAHs, etc., to be decided by the Partners)	September 2013 – November 2014 August-September 2014
PA6 Prepare the methodology for Joint Black Sea Surveys			
6.1	Survey methodology (based on the results of revision of monitoring programs	Contribute to preparation of a Joint Survey Methodology which drafts will be prepared by SIO-RAS	First draft Oct.– Dec. 2013 Second & last drafts March-August 2014
PA7 Development of the web-based Black Sea Water Quality Database prototype			
7.1	Further development of BSIS components and functionalities as web services	Needs analysis for the further development of BSIS toward WQ database, preparation of Concept paper on the proposed developments Develop and test the <u>prototype of the web-based WQ database</u> Prepare <u>manual</u> for the WQ database operation and data upload	Sept. 2013 – Jan. 2014 February 2013 – November 2014 August – November 2014
7.2	Investigating the possibilities for interaction between the central Black Sea Water Quality (WQ) Database and other Black Sea regional data management infrastructures (e.g. created under EmodNET, SeaDataNet, MONINFO), as well as the interoperability with the WISE-Marine (EEA) and SEIS	Participate (under the BSC PC leadership) in investigating the possibilities for interaction between the central BS Water Quality Database and other BS regional data management infrastructures (under EmodNET, SeaDataNet), as well as the interoperability with the WISE-Marine (EEA) and SEIS. Participate in the development of a <u>Concept</u> on the long term maintenance of BSIS.	September 2013 – December 2014
PA8 Dissemination of Knowledge and Best Practices, Public Awareness and Visibility			
8.1	Promotion of the project, visibility of EC support, ownership development	Provide UNDP with information on the project implementation by UkrSCES for the web-site nourishing, brochure, press releases, newsletters	August 2013 – December 2014
8.2	Raising awareness	Participate in events conducted by EMBLAS	August 2013 – December 2014

Project activity		Responsibility of Ukrainian Scientific Center of Ecology of the Sea (UkrSCES) - Odessa, Ukraine	Time frame
8.3	Dissemination of Project results, visibility of Project efforts	Disseminate project results among national stakeholders	August 2013 – December 2014
PA9	Management of the project	Submit to UNDP in a timely manner information on the project implementation and expenditures so that the progress, interim and final reports are prepared in due time	August 2013 – December 2014

Deliverables

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Contribution to the list of national stakeholders	Document	electronic file by e-mail: MS Word, format provided by the Project Manager	August 2013
Filled in Questionnaire Part I (by different departments of UkrSCES)	Document	electronic file by e-mail: MS Word	September 2013
Filled in Questionnaire Part II (by different departments of UkrSCES)	Document	electronic file by e-mail: MS Word	November 2013
Assessment of the <u>UA needs in training</u> (general, in order to further develop monitoring)	Document	electronic files : by e-mail: MS Word	November 2013
Comments on the Diagnostic Report/Part I	Document	electronic files : by e-mail: MS Word	November 2013
List of proposed compliance indicators	Document	electronic file by e-mail: MS Word	December 2013
Comments on the Diagnostic Report/Part II (especially on the assessment of the availability and needs in infrastructure/vessels/ equipment in Ukraine and recommendations produced)	Document	electronic file by e-mail: MS Word	December 2013
Training program (monitoring methods and quality assurance adhering to ISO 17025 standard)	Document	electronic file by e-mail: MS Word	December 2013
Training materials ¹	Document	electronic file by e-mail: MS Word	January 2014
Training evaluation	Document	electronic file by e-mail: MS Word	August 2014
Concept paper on the WQ database development	Document	electronic file by e-mail: MS Word	January 2014
Recommendations on water quality/GES classification development	Document	electronic file by e-mail: MS Word	March 2014
Prepare 'optimistic' and 'realistic' scenarios for the UA monitoring programme revision ²	Document	electronic file by e-mail: MS Word	March 2014

¹ One training shall be conducted for monitoring methods and quality assurance adhering to ISO 17025 Standard.

Deliverable	Deliverable type	Deliverable format	Deliverable Date
Recommendations on the revision of national and regional monitoring programmes	Document	electronic file by e-mail: MS Word	April 2014
Recommendations on the draft Joint Survey methodology improvements	Document	electronic file by e-mail: MS Word	First draft December 2013, Second draft - June 2014
Materials of the workshop on harmonisation of chemical methods (priority pollutants - e.g. pesticides, detergents, TPHs and PAHs, etc., to be decided in consultation with the Partners)	Document	electronic file by e-mail: MS Word	September 2014
Water Quality data base prototype, manual	Software/document	software presentation mode (trial copy)/ electronic file by e-mail: MS Word	November 2014
Recommendations on the long term maintenance of BSIS and interaction with UA-based and regional/European data infrastructures having relation to the Black Sea	Document	electronic file by e-mail: MS Word	November 2014
Overview of the results of the testing of the new components of BSIS (Water Quality) and data verifications, recommendations on improvements	Document	electronic file by e-mail: MS Word	November 2014
Black Sea Labs set of <u>SOPs and QA/QC Manuals (including the revised UBSS project DQC Manuals)</u>	Document	electronic file by e-mail: MS Word	November 2014
Information on the project implementation by UkrSCES for the web-site nourishing, brochure, press releases,	Document	electronic file by e-mail: MS Word	Upon request of the manager

² Perform an audit of the UA national monitoring programme, prepare a draft of a new national monitoring program, assess its cost, discuss with the Ministry of Environment in Ukraine and submit to SOI.