

 United Nations Environment Programme	Group of Experts for the Assessment of Assessments of the Regular Process for Global Reporting and Assessment of the State of the Marine Environment, Including Socio-Economic Aspects	  Intergovernmental Oceanographic Commission of United Nations Educational, Scientific and Cultural Organization
		GRAME/GOE/4/1 English only

Regular process for the global reporting and assessment of the state of the marine environment, including socio-economic aspects
Group of Experts for the “Assessment of Assessments”

Fourth Meeting
 IMO, London, United Kingdom, 4-6 November 2008

Fourth Meeting of the Group of Experts for the Assessment of Assessments start-up phase – towards a Regular process for the global reporting and assessment of the state of the marine environment, including socio-economic aspects

Report of the Secretariat

Summary

The present report provides an account of the Fourth Meeting of the Group of Experts for the “Assessment of Assessments” of the Regular process for global reporting and assessment of the state of the marine environment, including socio-economic aspects, held from 4 to 6 November 2008 at the International Maritime Organization (IMO), London, UK. The meeting was convened subsequent to a Preparatory meeting held from 29 September- 2 October 2008, at Rome, Italy.

The Fourth Meeting of the GoE focused on finalizing the chapters of the report so that they could be sent out for government and expert Peer-review which is scheduled to take place from 1 December – 31 January 2009. The GoE also discussed the procedures of the Peer-Review Process and proposed a list of Peer Reviewers to be invited to participate in the process (to review either the full report or specific sections of the report).

The AoA and SDM Production schedule was agreed upon by the Group and is available on the VO. In order to present the reports to the United Nations General Assembly in October 2009, this schedule needs to be strictly adhered to. The entire GoE are kindly requested to ensure that they review the final drafts and provide the necessary support needed to finalize the drafts – particularly during the period February-March 2009.

Item 1 – Opening and Organization of the meeting

A. Welcome and opening

1. Welcome remarks were made by Miguel Palomares, Director, Marine Environment Division, IMO and Administrative Secretary of GESAMP. He stressed the commitment of IMO in contributing to the successful implementation of the AoA and said that it was rewarding to see that the AoA phase was drawing substantially on GESAMP's long term knowledge and expertise in the field of marine assessment.
2. Welcome remarks were briefly made by Jacqueline McGlade, co-chair of the AoA Group of Expert and Director of the European Environment Agency.
3. Welcome remarks were made by Secretariat – UNEP and IOC of UNESCO. In particular, Salif Diop thanked IMO for hosting the meeting. The next meeting, it was agreed, would take place at WMO headquarters in Geneva in March 2009. The Secretariat noted that the process was at a crucial juncture now and hoped that all the members of the GoE would be able to attend the March 2009 meeting, where the AoA and SDM reports would be signed-off.

B. Adoption of agenda

The co-chair suggested starting the discussions with Chapter 5 – options and framework for a Regular Process and the Summary for Decision Makers. The earlier chapters were discussed on Thursday. The report summarizes the discussions held and decisions made for each agenda item below.

C. Attendance

The meeting was attended by 11 experts of the GoE. The co-chair of the AHSG, Dr. Elva Escobar attended the meeting as a representative of the AHSG. Other observers present at the meeting were the GESAMP Chairman and Officer, the GESAMP review team and an Editor – Rick Boleans. The list of participants, including the observers present, is contained in **Annex I**

Item 2 - Discussion of the AoA report outline and style; Review of modifications made at the Rome meeting; Update on the process of submitting the AoA report to UNGA and the Peer-review process

Julian Barbière, IOC, explained the procedure of the Peer-Review Process which will involve the following stages:

- 1) Once that the full draft of the report is ready it will be formatted to include page and line numbers and will be saved as a PDF file.
- 2) The pdf will be sent to reviewers and governments and/or it will be uploaded to the web site and the URL will be sent by email to the reviewers

- 3) A word template will be sent out to the reviewers and/or uploaded to the website and they will be asked to send their comments to a single email address created especially for the peer review process.
- 4) The secretariat will receive the comments and use a tracking excel sheet to consolidate and sort the comments by chapter, page number and line number.
- 5) Once the comments are consolidated, these will be sent to the GoE and the Editor responsible for the various chapters and annexes. The Secretariat will keep track of how comments are taken care of in the final AoA draft.

A list of reviewers were identified by the GoE to carry out a comprehensive review of the whole AoA report (5 chapters and annexes). Reviewers were also identified for the regional and supra-regional summaries – see **Annex II**.

After peer-review, the lead authors who have so far taken the initiative to draft the chapters (**refer to Annex III**) will go through the comments received, however, **ALL Members of the GoE** are kindly requested to participate in addressing the peer-review comments that will be received and providing input and support to these lead authors in finalizing the Chapters. .

The Peer-review process is scheduled for the period **1 December 2008 to 31 January 2009**.

Item 3-Review of GRAMED Database

Emily Corcoran explained latest development of the GRAMED Database. A summary of the new functionalities of the database is included in **Annex IV**.

Item 3-Discussion of all chapters and finalization of SDM

The first draft of the SDM was prepared by A. Simcock and discussed with the group. A new revision will be prepared based on comments received and posted on the VO by A. Simcock.

The Group agreed on a Production schedule for finalizing all chapters, including the peer review process and dates for submission of the final report to the AHSG. The schedule is presented in **Annex V**.

Item 4 – Dates and venue of GoE V meeting

Following the kind offer of WMO, the Group agreed that it would organize its last meeting in Geneva from **19-20 March 2009**.

ANNEX I

Fourth Meeting of the Group of Experts for the start-up phase, Assessment of Assessments of the Regular process for the global reporting and assessment of the state of the marine environment, including socio-economic aspects

List of Participants

The list of participants provides details of the experts, members of the Secretariat and observers present at the meeting, as well as Apologies received.

I Experts					
	Name	Sex	Country	Primary Expertise	Address
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12	Jacqueline Alder	F	UNEP	Head, Marine and Coastal Branch	DEPI PO Box 30552 00100 Nairobi Jacqueline.alder@unep.org
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II. Secretariat					
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III. Observers

	Elva Escobar-Briones	F	Mexico	Chair AHSG	Universidad Nacional Autonoma de Mexico Instituto de Ciencias del Mar y Limnología Unidad Academica Sistemas Oceanicos y Costeros Laboratoria de Biodiversidad, Ciudad Universitaria C.P. 04510 Mexico D.F. Phone: +52 555- 622-5835 Fax: +52 55 56160748 escobri@mar.icmyl.unam.mx ; escobar-briones@icmyl.unam.mx
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	Larry Awosika, Bob Duce, George Wiafe,	M	GESAMP	GESAMP Experts	c/o GESAMP
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Apologies:

Kwame Koranteng, Ghana
Hartmut Heinrich, Germany
Ljubomir Jeftic, Croatia
Laurence Mee, UK
Matti Pertilla, Finland
Rolph Payet, Seychelles
Jorge Csirke, FAO, Rome, Italy
Edgar Cabrera, Genève
Václav Mikulka, UN- DOALOS, New York, USA
Satya Nandan, ISA, Kingston, Jamaica
Peter Harris, Australia (co-chair of the AHSG)

ANNEX II

Fourth Meeting of the Group of Experts for the start-up phase, Assessment of Assessments of the Regular process for the global reporting and assessment of the state of the marine environment, including socio-economic aspects

List of Peer-Reviewers for the Report

GLOBAL REVIEWERS

▪ Robert Watson
▪ Jane Lubchenco
▪ Michael Sissenwine
▪ Meryl Williams
▪ Hermanni Backer
▪ Colin Moffat
▪ Roland Salkow
▪ Andrew Price
▪ Walter Reid
▪ Keith Sainsburry
▪ Bill De La Mare
▪ Juan Carlos Belausteguigoitia
▪ Martinson
▪ Golitsyn

▪ Abou Bamba
▪ Ronald Mitcehl
▪ Noelle Eckley
▪ Magnus Ngoile
▪ Veerle Vanderweerd
▪ Cicin SaIN
▪ Frank Bierman
▪ Jan-Stefan Fritz
▪ Francisco Brozic
▪ Richard Kenchington
▪ Umazawa
▪ Ascencio
▪ Campbell
▪ GESAMP

SUPRA-REGIONAL SUMMARIES REVIEWERS

Climate Change: Warming, Ocean Circulation, Sea Level Rise, Acidification Assessments	<ul style="list-style-type: none"> ▪ Carole Turley ▪ Ilena Weiner ▪ Ken Caldeira
Fisheries and Aquaculture	<ul style="list-style-type: none"> ▪ Daniel Pauly ▪ Mike Philips

Global Environment Outlook	<ul style="list-style-type: none"> ▪ Serge Garcia ▪ Bob Watson ▪ Brian Walker
Global International Waters Assessment	<ul style="list-style-type: none"> ▪ Dave Schindler ▪ David Souter
Global Open Oceans and Deep Seabed Biogeographic Classification	<ul style="list-style-type: none"> ▪ Tim Jickells ▪ Lauren Molinaux
Invasive Alien Species	<ul style="list-style-type: none"> ▪ Harold Rosenthal ▪ Ian Cresswell ▪ Jim Carlton
Pollution From Land-Based Activities	<ul style="list-style-type: none"> ▪ Nancy Rabelais ▪ Sybil Seitzinger ▪ Steve Smith
Large Marine Ecosystems GLOBAL assessments	<ul style="list-style-type: none"> ▪ Robin Mahon
Coastal Development: Urban Development, Tourism and Coastal Zone Management	<ul style="list-style-type: none"> ▪ Biliانا Cicin Sain ▪ Steve Olsen ▪ Robert Kay ▪ Frank Thamalla ▪ Marcus Polette
Marine Biodiversity	<ul style="list-style-type: none"> ▪ Mark Spalding ▪ Ben Halpern ▪ Deng Polamares ▪ Marjo Vierros
Millennium Ecosystem Assessment	<ul style="list-style-type: none"> ▪ Rik Leemans

REGIONAL SUMMARIES REVIEWERS

01 Antarctic Ocean	Robert J. Hoffman
	David Agnew
	Jose Bergunio
	Susie Grant
02 Arctic Ocean	Vera Alexander
	Oran Young
	Cecile Quillfeldt
03 Baltic Sea	Olof Linden
	Marion GLASER
	Siv
04 Black Sea	Gennady Korotaev
	Emil Stanev
	Plamen Dzhadzhev
05 East Asian Seas	Ning Xiuren
	Kunio Kohata
	Chua Thia Eng
06 Eastern African Seas	Johnson Kitheka
	Michael Schlayer
	Nyawira Muthiga
07 Mediterranean	Enric Sala
	Mike Bewers
	Michel MEYBECK
08 North Central Pacific Ocean	Fabian Iyar
	Dolores Wesson
	Steven Bograd
09 North-East Atlantic Ocean	Hartwig Kremer
	Nils Chrishan Stenseth

10 North-East Pacific Ocean	Harold Batchelder
	Jeff Ardron
	Keith Criddle
11 North-West Atlantic Ocean	Mike Fogarty
	Jeff Hutchings
	Don Boesch
12 North-West Pacific Ocean	Oh Jae Ryong
	Alexander Tkalin
	Hiroyuki Matsuda
13 Red Sea & Gulf of Aden	Charles Sheppard
	Dirar Nasr
	Azza El Ganainy
14 ROPME/RECOFI Area	Faiza Al Yemani
	Andrew Price
15 South Asian Seas	Manuwadi Hungspreugs
	Chou Loke Ming
	Ong Jin Eong
	Varadarajan Sampath
16 South-East Pacific Ocean	Mathias Wolff
	Juan Carlos Castilla
	Gunther Reck
	Patricia Majlif
17 Southern Indian Ocean	John Keesing
	Neil Lonegaran
	Anthony Cheshire
18 Southern Pacific Ocean	Leon Zann
	Robin South
	Christelle Pratt

	Andrew Richards
19 South-West Atlantic Ocean	Francisco Brozic
	Mitha Lewis
	Ana Parma:
	Jose Henrique Muelbert
	Omar Defeo
20 Western African Seas	Isabelle Niang
	Ajao
	AK Armah
	Jacques Abe
	Jean Calvin Njock
	John Field
	Mike O'Toole
21 Wider Caribbean Sea	Gorgina Bustamante
	John Agard
	Hazel Oxenford

ORGANIZATIONS

- LOICZ
-GRID ARENDAL
- SCOR
- GESAMP
- IUCN
- UNEP-WCMC
- WWF
- ICES
- IOI
- GEOSS
- Scientific Committee on Problems of the Environment
- Scientific Committee on Oceanic Research
- International association Impact Assessment

- Regional seas Programmes: BLACK SEA - Convention for the Protection of The Black Sea Against Pollution (Bucharest Convention)
- Regional seas Programmes: CASPIAN Environment Programme
- Regional seas Programmes: CAR/RCU CEP - Convention for the Protection and Development of the Marine Environment of the Wider Caribbean (Cartagena Convention)
- Regional seas Programmes: CPPS/SEP – Lima Convention for the Protection of the Marine Environment and Coastal Area of the South-East Pacific
- Regional seas Programmes: EAF - Convention for the Protection, Management and Development of the Marine and Coastal Environment of the Eastern African Region, (Nairobi Convention)
- Regional seas Programmes: East Asian Seas Regional Coordinating Unit
- Regional seas Programmes: HELCOM - Convention on the Protection of the Marine Environment of the Baltic Sea Area (Helsinki Convention)
- Regional seas Programmes: MAP - Mediterranean Action Plan (Barcelona Convention)
- Regional seas Programmes: NEP - North East Pacific
- Regional seas Programmes: NOWPAP - NorthWest Pacific Action Plan
- Regional seas Programmes: OSPAR - Convention on the Protection of the Marine Environment of the NorthEast Atlantic (OSPAR Convention)
- Regional seas Programmes: PAME - Programme for the Protection of the Arctic Marine Environment
- Regional seas Programmes: PERSGA - Regional Organization for the Conservation of the Environment of the Red Sea and Gulf of Aden
- Regional seas Programmes: ROPME - Regional Organization for the Protection of the Marine Environment (Kuwait)
- Regional seas Programmes: SACEP/SAS - South Asia Cooperative Environment Programme – South Asian Seas
- Regional seas Programmes: SPREP - Convention for the Protection of the Natural Resources and Environment of the South Pacific Region (Noumea Convention)
- Regional seas Programmes: WACAF - Convention for Cooperation in the Protection and Development of the Marine and Coastal Environment of the West and Central African Region (Abidjan Convention)
- Regional seas Programmes: CCAMLR - Commission for the Conservation of Antarctic Marine Living Resources
- ICRI

ANNEX III

Fourth Meeting of the Group of Experts for the start-up phase, Assessment of Assessments of the Regular process for the global reporting and assessment of the state of the marine environment, including socio-economic aspects

Lead Authors: Responsibilities for addressing Peer Review Comments

CHAPTER	LEAD AUTHORS
Chapter 1. Introduction	Gunnar Sanders Jake Rice
Chapter 2. Definitions and analytical framework	Gunnar Sanders Jake Rice
Chapter 3. Findings of the Assessment of Assessments	Jake Rice Andy Rosenberg
Chapter 4. Assessment of Assessments: Best Practices	Lee Kimball Jill Jaeger
Chapter 5. Framework And Options For The Regular Process	Alan Simcock Lee Kimball
Annexes	
REGIONAL SUMMARIES	
• Region 1. Antarctic Ocean	Hartmut Heinrich
• Region 2. Artic Ocean	Gunnar Sander Jake Rice
• Region 3. Baltic Sea	Matti Pertilla
• Region 4. Black Sea	Lawrence Mee
• Region 5. East Asian Seas	Juying Wang
• Region 6. Eastern African Seas	Rolph Payet
• Region 7. Mediterranean Seas	Beb Jetic

• Region 8. North Central Pacific Ocean	Andy Rosenberg
• Region 9. North-East Atlantic Ocean	Alan Simcock
• Region 10. North-East Pacific Ocean	Andy Rosenberg Jake Rice
• Region 11. Northwest Atlantic Ocean	Jake Rice
• Region 12. North-West Pacific Ocean	Andy Rosenberg
• Region 13. Red Sea and Gulf of Aden	Wajih Naqvi
• Region 14. ROPME/RECOFI Area	Wajih Naqvi
• Region 15. South Asian Seas	Wajih Naqvi
• Region 16. South-East Pacific Ocean	Rodrigo Bustamante
• Region 17. Southern Indian Ocean	Mike Huber
• Region 18. Southern Pacific Ocean	Mike Huber
• Region 19. South West Atlantic Ocean	Beatrice Ferreira
• Region 20. Western African Seas	Kwame Koranteng
• Region 21. Wider Caribbean Region	Robin Mahon Elva Escobar
SUPRA-REGIONAL SUMMARIES	
• Climate Change: Warming, Ocean Circulation, Sea Level Rise, Acidification Assessments	Rodrigo H. Bustamante Hartmut Heinrich John A. Church
• Fisheries and Aquaculture	Jacqueline Alder Jake Rice Andrew Rosenberg
• Global Environment Outlook	Neeyati Patel

<ul style="list-style-type: none"> • Global International Waters Assessment 	Joana Akrofi
<ul style="list-style-type: none"> • Global Open Oceans and Deep Seabed Biogeographic Classification 	Elva Escobar
<ul style="list-style-type: none"> • Invasive Alien Species 	Jacqueline Alder Rolph Payet
<ul style="list-style-type: none"> • Pollution From Land-Based Activities 	Michael Huber
<ul style="list-style-type: none"> • Large Marine Ecosystems GLOBAL assessments 	Kenneth Sherman
<ul style="list-style-type: none"> • Coastal Development: Urban Development, Tourism and Coastal Zone Management 	Jill Jaeger Lawrence Mee
<ul style="list-style-type: none"> • Marine Biodiversity 	Rodrigo H. Bustamante Lee A. Kimball Beatrice Ferreira
<ul style="list-style-type: none"> • Millennium Ecosystem Assessment 	Salif Diop
<ul style="list-style-type: none"> • GESAMP overview 	Tim Bowmer

ANNEX IV

Fourth Meeting of the Group of Experts for the start-up phase, Assessment of Assessments of the Regular process for the global reporting and assessment of the state of the marine environment, including socio-economic aspects

Note on the changes made to the GRAME Database

In April 2008, UNEP-WCMC signed an agreement with Defra, UK to address 5 areas of work within the GRAME Database. Work has been front ended to undertake the majority of this work before the end of 2008, with provision in the project to provide on going support to the GoE with respect to the database until October 2009.

The aim is to strengthen the GRAMED as a tool for providing information on a range of attributes relating to the assessment of the marine environment, both to the GoE, and to other users (e.g. decision makers).

The project will achieve 5 outcomes:

Outcome	Progress
1 Further develop the database - including look, feel and volume of entries - increasing the major regional and global assessments and related activities in the database (to include the upload of all expert reviewed individual assessment templates)	✓
2 Strengthened national level information and better access to information relevant to individual countries (using the UK as an example)	✓
3 Improved search function to ensure access to the data contained in the database	✓
4 Improved online data entry system; improved QC; levels of access	✓
5 Visual global summary of the geographic distribution of activities held in the database by the 21 GRAME regions	←

Summary of progress to date:

The new GRAME Database site is now live, and has undergone review by colleagues within UNEP-WCMC, and by a number of members of the Group of Experts. This note provides a summary of the advances that have been made, in particular in the new functionality of the site. The site has changed a great deal over the past 6 months, and now has a more robust architecture. All the major changes have now been made, with the remainder of the project funds reserved to respond to feedback between now and October 2009.

The URL is www.unep-wcmc.org/gramed

Access to the Login area: all members of the Group of Experts have a username and password, which enables access to the data entry forms, and where required editorial rights. Please contact me (emily.corcoran@unep-wcmc.org) if you need a reminder of this information.

Outcome 1: look, feel and content

- Design: Redesign of the entire site, the new look is now in keeping with the look and feel of the AoA site. The two sites are linked, and there is a link from the VO to the Database.
- The structure of the web pages has been developed, and text revisions made (About GRAMED, Help, Home) and new pages added (e.g. glossary of terms)

- Entered data: Over 200 new assessments (including all the individual templates submitted by Experts) have been entered.
- The draft components of the AoA report have been reviewed, and lists of assessments mentioned in these texts have been extracted. There are over 400 reports and assessments that need to be entered into the database. This work has been started, and will continue.

Outcome 2: Strengthened National scale information

- Consulting with Defra to identify UK assessments and activities that should be included in the database
- Development of the search tool, to ensure that users can identify national activities for particular countries, but also identify assessments that are relevant to the region that country belongs to (e.g. for the UK, you can find national scale assessments, or if searching at the regional scale, see assessments that are relevant to the regions that the UK is associated with – NE Atlantic, Wider Caribbean, Indian Ocean, etc)

Outcome 3: Improving access to held data: Search, results and reporting

Search

- Two levels of search have been built in to the database. The basic search criteria are provided in the default search form - which allows the user to browse the dataset geographically, by types of activities or by using key words (Title (keyword) looks for the keyword just in the title of the activity and Broad (Keyword) looks through all the relevant free text fields). The advanced search can be revealed by clicking on the hot link on the search page. This allows the user to build more complex queries. The user can also search thematic information retained in Annex A and Annex B, where these have been completed.
- Admin search function: this is a tool only available to users with the appropriate access which is granted on request. The search tool enables the user to download all of the fields of the data held for the assessments of interest. (not just the 15 summary fields). This will be downloaded to excel. This is not available to all users as the resultant spreadsheet will have over 66 columns.

Results

- As the user starts selecting the search criteria, the results appear automatically at the bottom of the screen, and are filtered when different criteria are applied.
- The user can search all assessments by selecting “all regions”.
- The user can see the individual assessment as a summary or full record
- An automated results page has been built (GRAMED Summary Statistics) which draws information from 28 fields to produce statistics and charts illustrating the current content of the database. It includes a summary of the thematic coverage of the activity from Annex A and B. As this is a dynamic page, it changes as new assessments are included.

Export/download reports

- The results link through to the individual assessment template, which can be downloaded or printed to pdf format.
- If multiple results are required, the user can download the results list to Microsoft Excel. As a default the 15 summary information fields are downloaded. The user can then manipulate the dataset as required

Outcome 4: improved online data entry/ quality control and user access controls

- Development of an online feedback form for user feed back, or for users to suggest new assessments for inclusion; request a password or comment on the database. The feedback form can be monitored and managed through the site, by the site administrator.
- Behind the login in the "Admin Area" There are 3 levels of access: user; editor; admin which grant different rights.
 - Admin Level
 - manage user access, assign new users, get rid of defunct logins
 - edit or delete assessments
 - review and approve new entries to the database
 - review and respond to feedback from users
 - add or remove information on links and data portals
 - Editor level
 - add new data portals
 - add new assessments (users can now do a bit at a time, and save an incomplete data entry)
 - review/edit or delete unapproved assessments
 - resume incomplete assessments
 - User level
 - add new assessment
 - resume incomplete assessment
- Online Data entry: The format of the data entry form has changed significantly, although the content is the same as agreed in the past, and retains all the fields of the Individual Template field. There are a few compulsory fields, so that there is at least a minimum of information in the database. The data entry form is now divided into 4 pages, with the most critical information up front, and ability to save each page as you go. It is possible to enter part of the information, and come back at a later stage to complete the entry. Once the data entry form is complete the user submits it for validation by the administrator (this ensures that only credible contributions are authorised and can be seen on the live site).
- Quality Control. The data entered to date has been reviewed for duplicates. There has not yet been QC of the information submitted in the Individual assessment templates.

Questions for the Group of Experts

- Is the database of relevance or of use in any other area of your work?
- Have you used the database?
- Would you recommend the database as a reference tool/ if not why not?

Next steps:

- Present database to the UK Marine Monitoring and Assessment meeting, 28 November 2008, London
- December – final debugs and modifications, branding and terminology (depending on finalisation of definitions for AoA report)
- Jan – October – maintenance, responding to comments feedback and requests for assistance; adding assessments
- Development of the next phase: identification of uses beyond the AoA, adaptations required to support this, steps to improve credibility and robustness of data already in the database, mechanism for monitoring users and uses of the database, identification of potential funding sources, preparation of proposals.

ANNEX V

Fourth Meeting of the Group of Experts for the start-up phase, Assessment of Assessments of the Regular process for the global reporting and assessment of the state of the marine environment, including socio-economic aspects

AoA and SDM Production Schedule (As agreed at the GoE IV)

Activities	Timing
Revised drafts of the AoA <u>from lead authors</u> for all chapters to be posted on the VO	By the end of this weekend (10 November)
Revised (if necessary) and final versions of the Regional and Supra-regional summaries to be posted by all authors on the VO	By the 10 November in the PEER-REVIEW folder on the VO
Review of these clean chapters and summaries by the GoE before it goes for editing	One week - By the 16 November
Clean copies of the AoA sent to Editor by the Secretariat (after consultation with lead authors)	On Monday 17 November
Editing (copy-editing) of AoA + Annexes (not including the regional/supra-regional summaries which have been already edited)	By end of November 2008.
GoE to send Secretariat contact details of peer-reviewers	By next week
Secretariat to send out emails to peer-reviewers (warn them about the number of pages to be reviewed)	By next week
Chapters sent out for peer-review by Secretariat	On 1 December 2008
External Peer-review for 2 months	(December/January)
Comments to be organized by the Secretariat and sent to GoE as they	Dec 08/Jan 09

come in: December 2008/January 2009 and authors to review comments as they come in and determine how they should be addressed .	
Draft Outreach Plan to be provided by Secretariat GoE to take all available opportunities to start informal outreach (an updated presentation will be available on the VO)	Jan/February 2009 As appropriate
Re-drafting of the AoA and SDM to be completed by the GoE (Secretariat to arrange discussions on the chapters and the SDM via tele-conference with all experts.	In February 2009 (tele-conferences) All experts are strongly urged to participate.
Drafts made available by the GoE at least one week before the GoE V meeting	One week before 19-20 the March 2009
GoE V meeting to sign-off on the chapters and SDM and to discuss Outreach	19-20 th March 2009
AoA and SDM sent for editing soon after GoE IV meeting or end of the month at the latest.	21 March 2009
Editing - April 2009 (GoE to be available for discussions with editor/editors as needed). During which time the lead authors will have to look at the edits and sign-off for lay-out/printing by the end of April	April 2009
AHSG to endorse the edited AoA and SDM in late April 2008	(tentative dates 22 April)
Outreach activities to begin	Mid-April to June 2009
Production of the English version of the AoA and SDM report	22 April – 22 May

Production of the language versions of the SDM starts	22 April – 22 May
Printed copies in English (AoA + SDM) available early June Language versions of the SDM available in early June in time for the ICP (mid June)	Early June 2009
