



Regular Process for Global Reporting and Assessment of the State of the Marine Environment, including Socioeconomic Aspects

Workshop under the auspices of the United Nations, in support of the Regular Process for global reporting and assessment of the state of the marine environment, including socioeconomic aspects

Grand Bassam, Côte d'Ivoire, 28 to 30 October 2013

Information for participants **Note by the Secretariat**

I. Background

1. As recommended by the General Assembly Ad Hoc Working Group of the Whole in February 2011, workshops are recognized as a key mechanism by which the First Global Integrated Marine Assessment will be accomplished and States can enhance their assessment capacity. Workshops will facilitate dialogue between the Group of Experts of the Regular Process (the “Group of Experts”) and representatives and experts from States and competent intergovernmental organizations.
2. Pursuant to the guidelines for workshops (the “Guidelines”) adopted by the General Assembly Ad Hoc Working Group of the Whole on 28 June 2011, workshops are organized under the auspices of the United Nations, in coordination with the secretariat of the Regular Process, represented by the Division for Ocean Affairs and the Law of the Sea, Office of Legal Affairs, United Nations (the “Division”) and with the assistance of members of the Group of Experts.
3. According to the Guidelines, the objectives of the workshops are to:
 - a. Review and evaluate all assessments considered by the participants to be relevant to the sea area under consideration and, on the basis of those evaluations, compile an inventory of assessments likely to be useful for the Regular Process. The assessments to be considered should be both those related to environmental issues and those related to socio-economic issues. If necessary, arrangements should be initiated for access to those assessments by the Group of Experts and the secretariat of the Regular Process;
 - b. Start building a network between experts and organizations taking part in each workshop, and the Group of Experts and the secretariat of the Regular Process;
 - c. Identify the capacity-building needs of States taking part in the workshop needed to allow them to contribute more fully to, and benefit more fully from, the Regular Process, including identification of priorities, and identify steps that those States could usefully take to build the capacities of competent intergovernmental organizations (if any) through which the States collaborate;
 - d. Start building capacity for integrated assessment, which could include discussing and developing:
 - (i) common information content for assessments at various scales and common approaches towards assessment methodologies;
 - (ii) approaches for scaling up assessments (national, sub regional, regional, global – that is, establishing how far assessments at one level can be used at other levels); and

- (iii) reporting forms to assist the integration process, with the aim of securing coherence, consistency and comparability as far as possible;
 - e. Consider the linkages between driving factors and the state of the marine environment as reflected in assessment.
4. The Government of Côte d'Ivoire offered to host a Workshop in support of the Regular Process in Grand Bassam, from 28-30 October 2013. The Workshop will be held under the auspices of the United Nations. It will cover the region of the South Atlantic. The Workshop is organized by the UNEP Abidjan Convention Secretariat and the Zone of Peace and Cooperation of the South Atlantic (ZPCSA) in partnership with the Government of Côte d'Ivoire.

II. Venue and date of the Workshop

5. The Workshop will take place in the Nsa Hotel, Grand Bassam, Côte d'Ivoire. It will start at 9:00 a.m. on 28 October 2013.

Address:
Nsa Hotel
Grand-Bassam
Route de Bonoua, Quartier résidentiel
Telephone: +225 21 31 28 00
Fax: +225 21 30 13 52
E-mail: reservation.nh@aviso.ci
Tel :+225 21 31 28 00
Fax :+225 21 30 13 52
<http://www.nsahotel.ci/>

III. Chair(s) and secretarial support

6. Pursuant to the Guidelines, host Member States should designate a Chair (or Co-Chairs) of the workshops. Hosts may consider inviting a member of the Group of Experts to be the Chair, or a Co-Chair, of the workshops.
7. The Government of Côte d'Ivoire will provide support staff to organize proceedings in consultation with the secretariat of the Regular Process.

IV. Agenda and activities of the Workshop

8. The provisional agenda of the Workshop, together with relevant documentation, will be posted prior to the Workshop on the website of the Division:
http://www.un.org/Depts/los/global_reporting/global_reporting.htm
Pursuant to the Guidelines, the agenda of the Workshop will include, as far as possible, the elements listed in Appendix II to the Guidelines.
9. Pursuant to the Guidelines, an important part of the Workshop will be making a start on capacity-building on how to carry out integrated assessments, so that the participants to the Workshop can better understand, and contribute to, the work of the Regular Process.
10. The activities of the Workshop will take full account of the principles for the Regular Process recommended by the General Assembly Ad Hoc Working Group of the Whole and endorsed by the General Assembly in 2009, and the recommendations adopted by the General Assembly Ad Hoc Working Group of the Whole in 2010, 2011, 2012 and 2013.

V. Interpretation

11. The Workshop will be conducted in English; Simultaneous interpretation services will be provided both in French and English.
12. Any participant may make a statement in a language other than English. In that case, the participant must provide either interpretation services or a written text of the statement in English. The interpreted version of the statement or the written text submitted in English will be considered by the secretariat of the Workshop to represent the official text of the statement.

VI. Preliminary information and output of the Workshop

13. The official documentation of the Workshop will be issued in English.
14. Pursuant to the Guidelines, participants in the Workshop will be asked to provide, by 15 October 2013, contributions on the information listed in Appendix I to the Guidelines. Members of the Group of Experts will help this process with advice and, as appropriate, relevant documentation.
15. The output of the Workshop will take the form of a summary of the discussions prepared by the Chair or Co-Chairs with the help of the members of the Group of Experts. Provision will be made for the participants to comment on a draft of the summary and for the final version to be revised by the Chair or Co-Chairs and members of the Group of Experts in the light of such comments.
16. An electronic copy of the final version of the summary will be sent to the secretariat of the Regular Process, to be posted on its website as a United Nations document and/or on the Regular Process website.

VII. List of participants

17. The secretariat of the Regular Process, in coordination with the Secretariat of the Abidjan Convention, will publish a list of participants to the Workshop.
18. Participants are requested to submit the accompanying registration form for each of their technical experts as per the instructions contained therein and no later than 7 October 2013.

VIII. Visa requirements

19. A visa for entry into Côte d'Ivoire is required. All participants must contact the embassy or consulate in their respective countries. In the event, if a diplomatic representation of Côte d'Ivoire is not present in the country of residence, possibility to deliver visa upon arrival could be considered.

IX. Arrival in Abidjan and local transportation

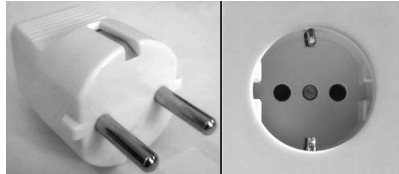
20. Transportation connecting the airport to the convention workshop site will be made available and a schedule of local transportation will be issued separately.
21. There is a possibility of setting up a welcome desk at the Abidjan Félix Houphouët-Boigny Airport. Information regarding the date and time of arrival and the flight number should be provided in advance in order to facilitate reception at the airport as well as to coordinate other arrangements.

X. Climate and clothing

22. Côte d'Ivoire has a tropical climate with an annual average temperature of 26 °C and generally abundant rainfall.

XI. Voltage

23. Electric power is 220V running at 50Hz. Voltage converters may be needed for electronic devices operating at 110V



Two round pins

XII. Currency

24. The official currency of Côte d'Ivoire is the Franc CFA (Communauté financière africaine). A Franc is divided into 100 centimes. 1 Euro = 655 FCFA and 1USD = approx 500FCFA

All major credit cards and traveller's cheques are widely accepted at banks, hotels, restaurants and shopping centres.

XIII. Hotel accommodation

25. The organizers have made a block booking for all delegates at at Nsa Hotel in Grand-Bassam, Cote d'Ivoire. A preferential rate has been agreed with the hotel at XOF 40,000 (approx US\$ 80 per night) for bed and breakfast. Self-sponsored participants are kindly requested to make their own hotel reservations directly with the hotel. It should be noted that a deposit payable may be required for processing hotel reservations.

26. The hotel contact person at Nsa Hotel is:

Mr. Jean Emile SOSOO
Tel + 225-08089397
E-mail: jemsosoo3@yahoo.fr

Nsa Hotel
Grand-Bassam
Route de Bonoua, Quartier résidentiel
Telephone: +225 21 31 28 00
Fax: +225 21 30 13 52
E-mail: reservation.nh@aviso.ci
Tel :+225 21 31 28 00
Fax :+225 21 30 13 52
<http://www.nsahtel.ci/>

XIV. Health

27. All participants are required to undertake in advance before travel vaccination against yellow fever (some airlines may require a valid international vaccination certificate for yellow fever).

XV. Workshop officials

28. Following is a list of officials of the Workshop:

Overall Coordination

The Abidjan Convention Secretariat

Division of Environmental Policy Implementation, UNEP,

01 P.O box 1747 Abidjan 01, Côte d'Ivoire

Tel: +225 22 41 50/22 41 88 52

Website: www.unep.org/NairobiConvention

Email: abou.bamba@unep.org, Olubusiya.sarr@unep.org, Stephanie.zadi@unep.org

Ministère de l'Environnement, de la salubrité urbaine et du développement durable

Mme Nassere Kaba

Directeur de Cabinet

20 PO box 650 Abidjan 20, Côte d'Ivoire

Tel : (225) 20 22 54 44 / 0805573

Email : kabanassere@hotmail.com

Zone of Peace and Cooperation of the South Atlantic (ZPCSA)

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Minister Counsellor

Permanent Mission of Uruguay to the United Nations

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United Nations

Annebeth Rosenboom

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New York, NY 10017

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Facsimile: 1 212 963 5847

E-mail: rosenboom@un.org

Group of Experts

Beatrice Ferreira (Brazil)

Peter Harris (Australia)

Renison Ruwa (Kenya)

29. Information on the Workshop can be accessed through the Internet at the following website:
http://www.un.org/Depts/los/global_reporting/global_reporting.htm