Annex 2: Detailed Work Plan – Phase II

| **Tasks** | **Tasks & Activities** | **Lead partner** | **Contributing partners** | **Tools & Deliverables** | **Timing**  |
| --- | --- | --- | --- | --- | --- |
| **Task 1 – Consolidating the information basis** | **Tools in blue, Deliverables in black** |  |
| **1.1** | **Developing programmes of measures*** the assessment of previous tasks performed by BG and RO under MSFD, related to the current environmental status (Art. 8), GES (Art.9) and related targets (Art. 10)
* draw up a long-list of (possible) measures aimed at different sectors, starting from the existing measures and complemented with new measures –both national and joined - to fill the gaps towards GES and targets (brainstorm).
* a short-list will be compiled with existing and new measures - based on an initial set of selection criteria- that directly contribute to the achievement of the defined good environmental status by 2020, and for which – in case of new measures – the costs and effects should be further described
* The resulting list of coordinated measures and related costs and effects, will be used as a basis for sectorial consultations (see Task 2)
 | ARCADIS | . | * Template factsheet PoM
* Short report on consultation process for BG & RO
* Overview tables comparative analysis (Article 8, 9, 10 and 11) (step 1)
* Long list of measures (existing and new) structured according to the environmental targets defined by Bulgaria and Romania.
* Shortlist of proposed candidates for joint or coordinated PoM
* Factsheets of proposed joint or coordinated measures
* Draft joint or coordinated PoMs showing a clear interrelation towards the GES and targets defined by Bulgaria and Romania (in English; translated in BG & RO) (prior to consultation)
* A final draft joint or coordinated PoM (in English; translated in BG & RO) (including remarks of public consultation)
 | * Feb 2014
* Feb-March 2015
* Feb March 2015
* Feb March 2015
* April 2015
* April July 2015
* July (in English); August (BG, RO)
* Public consultation (outside scope of contract) August, September 2015
* October 2015
 |
| **1.2** | **Maintaining the information exchange platform*** ensuring that information is up-to-date
 | ARCADIS | Support delivery documents by all partners | * Up-to-date webpage (during course of the project)
 | * Project duration
 |
| **1.3** | **Support PoM implementation*** + Overview of the needs identified for the Black Sea region
	+ Defining future PoM implementation needs for BG & RO
	+ Setting appropriate time-scales and selection of priority needs for BG & RO
	+ Drafting document on the PoM implementation needs for the future
	+ Assessment of the required financial means to address these needs
	+ Appropriate consultation and finalisation of document
 |  |  | * Template needs PoM implementation (incl. work plan)
* Draft document PoM implementation needs
* CBE: Review and prioritization PoM implementation needs BG & RO (Task 2)
* CBE: Financial assessment needs & potential funding opportunities to address identified needs BG & RO (Task 2)
* CBE: Finalisation document PoM implementation needs (Task 2)
* Final document PoM implementation needs
 | * February 2015
* April 2015
* July 2017
 |
| **1.4** | **Further develop a public webpage*** Ensuring that further website development is continuing
 | ARCADIS | In close cooperation with the national focal contact pointsIf needed, support by project partners (e.g. documents, translation, etc.) | * Draft structure public webpage (extension towards PoM)
* Agreed document on hosting/ maintenance by BG & RO
* Operational public web page
 | * Project duration
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| **Task 2 – Capacity Building Events (CBE)** |  |  |
| **2.1** | **Drafting the list of capacity building events BG & RO** | ARCADIS | ALL partners | * Final list of CBE events (planning)
 | * February 2015
 |
| **2.2** | **Identifying pool of experts/stakeholders relevant for the CBE** | ARCADIS | All partners | * Matrix pool of experts
 | * February 2015
 |
| **2.3** | **Organisation of the CBE*** Selecting date, venue, location
* Selecting pool of experts
* Sending invitation
* Practical organisation (venue)
* Background doc (if relevant)
* Reimbursement
 | ARCADISBG&RO authorities | Organisation will be split between ARCADIS (max. 2 CBE) and National focal contact points/local PTE coordinators (remaining events).Based on the CBE, support will be given by other PTE and pool of experts. | * Template invitation
* Guidelines on CBEs and steering group meetings organisation
* Calendar other relevant meetings (synergies)
 | * February 2015
 |
| **2.4** | **Attendance CBE event*** CBE 1 - FEB: brainstorm long list/gap analysis
* CBE 2 - MARCH: brainstorm short list / selection criteria
* CBE 3 - MAY: review and prioritization PoM implementation needs BG & RO
* CBE4 - MAY: finance & funding
* CBE5 – MAY: CEA PoMs
* CBE6 – JUNE: sectorial consultation
* CBE7 – JUNE: finalisation PoM
* CBE8: to be further defined
 |  |  |  | * Project duration
 |
| **2.5** | **Reimbursement of the CBE** |  |  | * Reimbursement template
 | * Project duration
 |
| **Reporting** |  |  |
| ***Inception report*** |  | * Draft: mid Jan
* Final: 1st week Feb
 |
| ***Interim report*** |  | * Draft: end Feb
* Final: end March
 |
| ***Progress reports/ Steering Group meetings*** |  | * January (SGM1)
* May (SGM2)
* September (SGM3)
 |
| ***Draft Final report*** |  | * End September
 |
| ***Final report*** |  | * End October
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