

ASSOCIATION OF CARIBBEAN STATES (ACS)

4TH MEETING OF THE FOCAL POINTS OF THE SANDY SHORELINES PROJECT

National Aquarium of Cuba, Habana, Cuba, 4th July, 2019

MEETING SUMMARY

The Director of the Directorate for Disaster Risk Reduction, Environment and the Caribbean Sea (DECS) – Mr Arturo López-Portillo Contreras, welcomed the focal points and began with the reading and approval of the agenda.

DISCUSSION ON THE FOURTH WORKSHOP OF THE TECHNICAL ADVISORY GROUP (TAG)

Focal points expressed satisfaction with the workshop held on July 3, 2019. They were appreciative of the opportunity to work with the Technical Advisory Group to finish drafting the list of monitoring equipment required for each of the countries.

DISCUSSION ON THE LIST OF BEACH MONITORING EQUIPMENT

Below is a summary of the discussion:

i. Equipment Warranties and Training

Enquiries were made about the efforts to secure equipment warranties and the duration and conditions of these warranties for the beach monitoring equipment. Focal points also enquired about the (i) the provision of equipment training and capacity building for local technicians who will be assigned to conduct beach monitoring and (ii) the involvement of the members of the TAG in these training activities.

The Project Manager – Mrs Heidi Linares explained that the Procurement Specialist will be responsible for identifying suitable suppliers as well as ensuring that each piece of equipment is purchased with at minimum- basic warranty provisions. However, for extended warranty issues, the ACS will need

to consult with the Legal Unit and the receiving country of the team on how this topic should be handled. Similarly, emphasis was placed on the responsibility of the countries receiving equipment, to monitor their long-term maintenance.

With regard to training for the use of equipment, she indicated that field training might be possible, and could be supported by representatives of the TAG.

The location of the monitoring site was also stressed to be as equally important as the equipment and the training needs. Countries were encouraged to collaborate with the TAG members to select the best sites for monitoring.

Concerns were raised regarding the loss of personnel and the possibility for multiple training sessions to be conducted.

With regard to the previous point, the Project Manager informed the focal points that the project could only provide one training session for each country. She also encouraged the focal points to utilise a multiplier approach with regards to training. The technician(s) trained should also train others in their own organisation, to ensure knowledge transfer.

ii. Type of Equipment to be procured

Questions were raised concerning the possibility of procuring other types of equipment such as bathymetric equipment in addition to the beach monitoring equipment prioritised under the project's objectives. A question was also asked about the utility of the equipment to monitor sea level rise.

Dr Juanes, the technical leader of the project, emphasised that beach profiling and monitoring i.e the analysis of sedimentology and morphological changes is the focus of the project. He also emphasized the importance of the role of focal points for the Sandy Shorelines project, since upon completion of the project, the legacy that will be the creation of a "Regional Monitoring Network" that lasts over time. Focal points were encouraged to consider procuring bathymetric equipment in the medium-to-long term which would ensure continuity and sustainability of their monitoring plans following the conclusion of the project.

He also stressed, the importance of assigning technical staff to utilise the monitoring equipment received from the project.

iii. Procurement Timeline

Focal points requested clarification of the four (4) month timeline for the procurement exercise. The countries should have the equipment approximately in November. The Project Manager explained that the four (4) months included the procurement process as conducted by the Procurement Specialist and was not inclusive of equipment delivery or training.

iv. Digital Platform (2020)

A suggestion was made for the ACS to consider creating a digital platform to collect information and progress from the monitoring activities in each country.

The Project Manager informed the meeting that project intends to create platform in 2020 to collect the data from the monitoring networks amongst the countries.

v. Deadlines for submission the official equipment lists

The focal points agreed to formally submit their official equipment lists to the ACS Secretariat via official correspondence addressed to the Secretary General of the ACS – Dr June Soomer.

Countries agreed to submit their official equipment lists to the ACS according to the following schedule:

- **19th July, 2019** - Antigua and Barbuda, Costa Rica, Cuba, Dominican Republic, Guatemala, Haiti, Jamaica
- **22nd July, 2019** Trinidad and Tobago

The Haitian focal point requested that going forward, all materials and project documents and interpretation services should be made available in French.

EXECUTIVE PROJECTS– BEACH REHABILITATION

The Project Manager provided a summary of the selection process for the executive projects.

Number of sites: There are resources for three (3) beach rehabilitation projects. Countries will be required to submit proposals for consideration and selection.

Proposals: A formal template will be shared the focal points similar to the work sheet (*WP.001 - Requirements for Executive Projects - Beach Rehabilitation Design*) which was used in the workshop on 3rd July, 2019.

The proposals received will be reviewed by the TAG. Five countries will be shortlisted from these initial proposals. The TAG will go to each country to verify the proposals submitted.

Final Selection: Then the final three (3) countries will be selected. Official communication will be dispatched by the ACS identifying the selected countries.

Executive Project: Cuban experts from Gamma S.A will then work for 4-6 months to collect the necessary information to design the executive projects with the countries. This information will be shared with the countries in the form of a guide.

Gamma's work will include scientific, engineering and economic assessments and the procedures for the execution of the project. According to the regulations and specifications of the country, the will also request that an environment impact assessment be conducted.

Once chosen, the focal points will be expected to follow up with the local authorities. These local authorities will be required to detail their commitment/roles under the project.

Dr Juanes stressed the importance of the relevant authorities in each country understanding their roles in the executive projects. While, the project will provide the guide with the solutions to the problems facing the selected sites, the implementation and financing is the responsibility of the government and officials of the country.

The Project Manager stated that the official Beach Rehabilitation templates will be dispatched on the 19th July, 2019. Deadline for submission will be **19th September, 2019.**

Focal points were encouraged to consult and meet with the various national stakeholders responsible for beach monitoring in their countries to discuss the beach

rehabilitation projects. This can be facilitated via variety of means: meetings (virtual or physical), endorsement letters, etc.

The suggestion was made that the TAG members could assist the focal points in this stakeholder exercise. However, to avoid conflicts of interests; it was advised that the TAG members cannot participate in these meetings.