



Document title	Draft specified timeline for work planned under the HOLAS III Assessment Phase
Code	5-5
Category	DEC
Agenda Item	5 - Matters arising from the HELCOM Groups
Submission date	19.052020
Submitted by	Secretariat
Reference	GEAR 22-2020 outcome 5.8-5.14

Background

In line with the plan preliminary plan and provisional timeline for the assessment phase of HOLAS III, approved at HELCOM 41-2020, a more detailed timeline for the work has been prepared. The timeline presented in this document outlines the work on a week by week schedule, including initial proposals for agreements and approval. The planning for HOLAS III needs to be done within the framework delineated by the BSAP and in accordance with the needs of the Contracting Parties with respect to other international commitments. This places some limitations on how dynamic the HOLAS III process can be and necessitates that some trade-offs be considered early in the process. It also sets hard deadlines which need to be met in order to optimize the added value and to make full use of the HOLAS III work. Efforts have been made to take these considerations into account when developing the timeline contained in this document, i.e. to the extent possible the timeline strives to have assessment results and supporting material in place for approval to make them available also for national consultation and reporting purposes

The intention is for the content of this document to support regional and national planning of the work needed to produce the next State of the Baltic Sea report, to facilitate shared understanding and planning of approval processes and mandates as well as identify when and how to involve relevant experts or HELCOM groups in the assessment process. It is however important to acknowledge that the plan is a living document and that changes might occur as the process is further refined.

Where possible extended approval periods of the results and products have also been implemented, to allow contracting parties extra time for national review of products prior to approval. At the request of HELCOM 41-2020, the approval of the indicator report content has been unlinked from the approval of the thematic assessment content and proposed to take place prior to the approval process of the thematic assessments.

Following consultation with representative experts whom have expressed strong concern regarding possible difficulty in reporting 2021 data, as well as with the contracting party identified as having the most stringent timeline requirements regarding national consultation, the timeline in this document extends data reporting as far into 2022 as possible while still meeting the needs for national consultation. This has been done in the effort to accommodate the inclusion of 2021 data in the assessments where ever possible. GEAR 22-2020 agreed that no additional data will be accepted after the data approval process is finalized and that there will not be any re-runs of assessment in order to include late data and acknowledged that Contracting Parties need to establish early dialogue with their respective national data rapporteurs and inform them regarding the shortened timeline for data reporting for 2021 data in 2022. STATE&CONSERVATION 12-2020 recognized that some of the challenges in reporting 2021 data could be ameliorated through prioritization at the national level and invited the Secretariat to draft a data call for HOLAS III, covering established HELCOM dataflows

needed for the indicators and integrated assessments, clearly outlining the altered timelines for data reporting for 2022, to be submitted to STATE&CONSERVATION 13-2020.

GEAR 22-2020 took note of the following clarifications by the Secretariat in relation to questions raised by the meeting:

- the data approval step will take place online, the intention being to give more flexibility to the process;
- the timelines for the indicator approval and the indicator report drafting have been split up in two to address input by Contracting Parties and indicator leads. Separating the approval of the indicator results from that of the reporting ensures that the production of indicator reports is based on approved information. However, the partial overlap of the approval and the report writing enables experts to start working on the contextual information for the indicators report even when indicator data results are in the process of approval, thus adding a few weeks to the report writing process;
- it is not possible to extend data reporting for 2021 data to the third quarter of 2022 and still maintain a timetable that enables national consultation in all Contracting Parties. In exceptional cases, and based on prior agreement by the Contracting Parties, data reporting might be extended into the data approval phase. Contacts with data providers (e.g. ICES) have been initiated to ensure that the timeline proposed in relation to the 2021-year data is feasible also at the receiving end;
- the DataFlow project will start by producing a gap analysis indicating for which dataflows reporting of 2021 data might prove challenging, both overall and, where possible, by Contracting Party;
- the approval of the contents of the summary report will be presented for approval at the June HOD meeting in 2023, with any input by the meeting to be incorporated following the meeting. The final layout version of the document, including e.g. associated websites etc. will be published at the latest by the end of 2023.

Both GEAR 22-2020 and STATE&CONSERVATION 12-2020 endorsed the elaborated timeline for the HOLAS III assessment process.

Further consideration of the workflows in relation to the Working Groups, Expert Networks and the need for possible additional structure to support the assessments will be considered in autumn 2020, using the specified timeline as a basis.

Action requested

The Meeting is invited to consider, provide input and approve the elaborated timeline for the HOLAS III assessment process.

Draft specified timeline for work planned under the HOLAS III Assessment Phase

The timeline presented in this document outlines the work planned under the assessment phase of HOLAS III on a week by week schedule. Task work strands (e.g. data collection, assessments or production of material) are separated from action work strands (approval processes). Approval processes include both the review period and proposed approval. Review periods are a minimum of three weeks prior to the relevant meeting, but wherever considered warranted and possible the review periods have been extended to allow Contracting Parties more time for national review. The timing of all meetings is provisional and based on the when the meetings have taken place in previous years

Year	Week number	Task/action													Calendar events		
		Data collection	Approval of data	Evaluation of indicators	Approval of indicator results	Indicator report writing	Indicator report approval	Analysis of BSP/BSII &ESA	Integrated assessments (HEAT, ...)	Thematic assessment report writing	Approval of thematic assessments	Summary report	Approval of summary report	Layout (all products)		Website	Publication (all products)
2021	49																HOD
2021	50																
2021	51																Christmas
2021	52																Christmas
2022	1																Christmas
2022	2																
2022	3																
2022	4																
2022	5																
2022	6																
2022	7																
2022	8																
2022	9																
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2022	11																
2022	12																
2022	13																
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2022	16																
2022	17																
2022	18																S&C
2022	19																
2022	20																GEAR
2022	21																
2022	22																
2022	23																HOD
2022	24																
2022	25																

Year	Week number	Task/action													Calendar events		
		Data collection	Approval of data	Evaluation of indicators	Approval of indicator results	Indicator report writing	Indicator report approval	Analysis of BSPI/BSII & ESA	Integrated assessments (HEAT, ...)	Thematic assessment report writing	Approval of thematic assessments	Summary report	Approval of summary report	Layout (all products)		Website	Publication (all products)
2022	26																
2022	27																Summer holiday
2022	28																Summer holiday
2022	29																Summer holiday
2022	30																Summer holiday
2022	31																
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2022	47																
2022	48																
2022	49																HOD
2022	50																
2022	51																Christmas
2022	52																Christmas
2023	1																Christmas
2023	2																
2023	3																
2023	4																Mid-way comments
2023	5																
2023	6																
2023	7																
2023	8																
2023	9																HELCOM 44-2023
2023	10																
2023	11																
2023	12																
2023	13																

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		Data collection	Approval of data	Evaluation of indicators	Approval of indicator results	Indicator report writing	Indicator report approval	Analysis of BSPI/BSII & ESA	Integrated assessments (HEAT, ...)	Thematic assessment report writing	Approval of thematic assessments	Summary report		Approval of summary report	Layout (all products)	Website	Publication (all products)
2023	14																
2023	15																
2023	16																
2023	17																
2023	18																
2023	19																S&C
2023	20																GEAR
2023	21																
2023	22																
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2023	24																HOD
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2023	26																
2023	27																Summer holiday
2023	28																Summer holiday
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