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<b>Document title</b>	Provisional Annotated Agenda
<b>Code</b>	1-1
<b>Category</b>	DEC
<b>Agenda Item</b>	1 – Adoption of the Agenda
<b>Submission date</b>	24.11.2014
<b>Submitted by</b>	Secretariat and Project Manager
<b>Reference</b>	Paragraph 5.5, Outcome of PLC-6 6-2014 and paragraph 5.15, Outcome of LOAD 8-2014

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The seventh meeting of the Sixth Baltic Sea Pollution Load Compilation (PLC-6) project group (PLC-6 7-2014) will be held on 15-17 December 2014 at the premises of HELCOM Secretariat at Katajanokanlaituri 6 B, 00160 Helsinki, Finland.

The Meeting will start at **10:00 on Monday 15 December 2014** and is expected to terminate by **16:00 on Wednesday, 17 December 2014**.

A Provisional Annotated Agenda (document 1-1) and information for Participants are enclosed to this letter. The participants are kindly requested to register to the Meeting by answering the [Participation Survey](#) for the Meeting **not later than 8 December 2014**.

The primary aims of the Meeting are to:

- Finalize the PLC-6 guidelines, primarily annual and periodical annexes (annexes 2 and 3)
- Elaborate and discuss a draft table of contents and detailed road map for the PLC-6 report
- Discuss selected CART follow-up assessment issues, included scrutinizing a specific example step-by-step example on CART follow-up

Documents for the Meeting, which are restricted until after the Meeting has ended, will be made available via the HELCOM Meeting Portal, in the [PLC-6 7-2014](#) Meeting Site.

Instructions for the use of the new Meeting Portal are available on the [HELCOM website](#).

## Provisional Annotated Agenda

### Agenda Item 1                      Adoption of the Agenda

The Meeting is invited to adopt the Provisional Agenda.

### Agenda Item 2                      Information from the Project Manager, Secretariat and Contracting Parties

The Project Manager and Secretariat will inform of relevant outcomes from recent HELCOM meetings and progress of the PLC-6 project, including the status of the road map (document 2-1).

The Contracting Parties are invited to inform on their PLC monitoring and assessment activities for PLC-6 in 2014.

### Agenda Item 3                      Status of PLC data

The PLC Data Manager is requested to present an overview of the status of PLC data reporting as well as status of the new PLC database.

Contracting Parties and the Data Manager are requested to clarify and correct possible remaining inconsistencies in the PLC data which have come to light during the transfer of the PLC data from the old MS Access database to the new SQL database.

### Agenda Item 4                      Finalization of PLC-6 Guidelines

The Meeting will be invited to discuss still open issues in the PLC-6 Guidelines.

The Meeting will be invited to review chapters 9 to 15 including the annexes (LOAD 8-2014 reviewed chapters 1-8). The latest version will be made available in the Meeting site [document library](#) in the HELCOM Meeting Portal one week before the meeting.

The Meeting is invited to decide on reporting of industrial inputs (cf. German proposal submitted to LOAD 8-2014 to streamline HELCOM PLC reporting with the reporting of discharges from industrial plants according to the EU Industrial Emissions Directive, IED), taking into account:

- Examples (on industry from PRTR) based on PLC data to be presented by Germany (document to be submitted later)
- Information by the PLUS team on whether the suggested amendments to the point sources background table are possible from the database point of view
- Information by Contracting Parties of their national position with regard to the German proposal.

#### *Finalization of the template for annual PLC reporting*

The Data Manager is invited to present the updated draft annual reporting template based on comments provided by PLUS 7-2014 (HELCOM PLUS 7-2014 [document 4-1 Rev.1](#) and [Outcome](#)) and the Meeting is invited to finalize and agree on the final template.

The Meeting is invited to take note the following schedule for carrying out the reporting of 2013 PLC data as propose by PLUS 7-2014:

- the Data Manager should prepare the pre-filled in country-wise templates by 16 January 2015.

- the Web Application Developer BNI, Sweden, should update the data uploading functionality according to the final annual reporting template so that it can be used for testing in the end of January
- the new annual reporting template and upload functionality should be tested by Contracting Parties and reviewed by the next meeting of the PLUS project (10-11 February 2014)
- Contracting Parties should report their 2013 PLC data by Monday 2 March 2014.

#### *Finalization of the template for periodic PLC reporting*

The Data Manager is invited to present a draft of the periodic reporting template prior to the Meeting (updated with comments received during the PLUS 7-2014 meeting).

The Meeting is invited to review, discuss and update the template, including in particular quality assurance of source apportionment with the aim that it will be finalized by the next PLUS project meeting on 10-11 February 2014.

#### *Clarification of inconsistencies in areal definition*

HELCOM PLUS 7-2014 invited the Data Manager to send Excel files with inconsistencies in areal definition to the Contracting Parties for clarification and correction by 2 December 2014. Contracting Parties are requested to provide their clarification at the latest during the PLC 6-7 2014 meeting. The meeting is invited to finalize the area definitions including the transboundary areas in chapter 8.5 of the PLC-6 guidelines and how they should be allocated between countries.

### Agenda Item 5 Preliminary outline for the PLC-6 assessment

The Meeting is invited to elaborate a first draft outline and list of main contents for the PLC-6 assessment and a provisional detailed road map (document to be submitted later).

The Meeting is invited to discuss how to quantify the total inputs of the three main heavy metals and discuss the possibilities to include an overview of the main sources of in the PLC-6 assessment. As a first step Contracting Parties are invited to inform the Meeting of how they estimate inputs of cadmium, mercury and lead from different sources.

The Meeting is invited to discuss what background information and supporting data should be included in the PLC-6 assessment.

The Meeting is also invited to agree on a schedule and division of work for compiling background data and writing the assessment, with the view that sections that are not dependent on the PLC-6 data should be elaborated already during 2016.

### Agenda Item 6 Improvement of pollution input data for follow-up of the HELCOM nutrient reduction scheme

The Project Manager will inform of progress with development of a follow-up system for assessing progress towards maximum allowable inputs (MAI) and country-wise allocation of reduction targets (CART) of the HELCOM nutrient reduction scheme.

The Meeting will be invited to discuss issues raised by HOD 47-2014 and the remaining technical issues on the draft CART follow-up assessment (document to be submitted later) and the core pressure Indicator on nutrient inputs (document 6-1), and other questions related to the follow up of the nutrient reduction scheme.

The Meeting will go through a step-by-step process (hands on exercise) for carrying out national CART follow-up prepared by BNI and the Project Manager.

BNI is invited to inform of progress with developing a draft project application under EU SBSR for improving data on transboundary inputs.

#### Agenda Item 7                      Future work

The Meeting is invited to review the list of project contacts (document 6-1) and to update it as necessary.

The Meeting is invited to discuss further work, division of workload, deadlines and the arrangement and tasks of the eighth project group meeting. The Meeting is also invited to consider any adjustments to the roadmap of implementation of the PLC-6 project (cf. document 2-1).

PLUS 7-2014 was of the view that once the PLC reporting templates are ready, it would be useful to arrange a 1-2 day workshop (in April) aimed at the data reporters to go through the filling in of the reporting templates and discuss quality assurance checks. The workshop should also consider examples of how to report transboundary rivers. The Meeting is invited to propose when such a workshop should be held.

At HOD 46-2014 Sweden raised the issue of the new reporting requirement related to uncertainty on national data sets and suggested the organizing of a workshop back-to-back with a meeting dealing with LOAD issues to discuss and secure a common approach to this reporting. The Meeting is invited to propose when in spring 2015 such a workshop should be held, perhaps in back-to-back with the next PLC-6 project meeting.

This Meeting is invited to note that a workshop on retention coefficients and transboundary inputs will be held on 5 May 2014 in Estonia, back-to-back with the next meeting of the PRESSURE working group.

#### Agenda Item 8                      Any other business

The PLUS project will be invited to present an overview of progress with implementation of the project.

The Meeting is invited to discuss any other business.

#### Agenda Item 9                      Closing of the Meeting

The Secretariat will prepare a draft outcome of the meeting for consideration and approval by the Meeting.