



*This Project is co-financed by the  
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Turkey*

SUPPORTING THE IMPLEMENTATION OF BY-LAW ON  
STRATEGIC ENVIRONMENTAL ASSESSMENT

Contract N° TR2018 ESOP MI A3 12/CNP/03

**INTERIM PROGRESS REPORT NO. 3**  
**-FINAL-**

**FEBRUARY 2020**

This report was produced with the financial support of the European Union and the Republic of Turkey. Its contents are the sole responsibility of Eptisa Mühendislik. It does not necessarily reflect the views of the Republic of Turkey and European Union.

## DOCUMENT CONTROL SHEET

<b>Contracting Authority</b>	Ministry of Environment and Urbanization, General Directorate of European Union and Foreign Relations
<b>Beneficiary</b>	Ministry of Environment and Urbanization, Directorate of EIA, Permit and Inspection
<b>Project</b>	Supporting the Implementation of By law on Strategic Environmental Assessment (SEA)
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## TABLE OF ABBREVIATIONS

CA	Contracting Authority
Contractor	Consortium of EPTISA Mühendislik – EPTISA Servicios and Integra Consulting
DG	Directorate General
EC	European Commission
EIA	Environmental Impact Assessment
EU	European Union
ICZM	Integrated Coastal Zone Management
MoAF	Ministry of Agriculture and Forestry
MoEU	Ministry of Environment and Urbanization
NAP	Nitrate Action Plan
NGO	Non-governmental Organisation
OIS	Operation Identification Sheet
PSC	Project Steering Committee
SCM	Steering Committee Meeting
SEA	Strategic Environmental Assessment
TNA	Training Need Analysis
ToR	Terms of Reference

## 1. INTRODUCTION

### 1.1 BACKGROUND INFORMATION

The project 'Supporting the Implementation of By-law on Strategic Environmental Assessment (SEA)' (hereinafter also 'SEA Project'), financially supported by the European Union (EU) and Republic of Turkey, was launched on 18 April 2019 (by Administrative Order No. 1). Implementation of the SEA Project (until September 2020) shall contribute to the high level of environmental protection through integration of environmental considerations in the preparation and adoption of plans and programs, which are likely to have significant effects on the environment. It shall result in enhanced institutional capacity for SEA and will support efficient implementation of the Bylaw on SEA.

The MoEU, as the main governmental authority in Turkey responsible for the environmental issues, is the key counterpart for the project (End Recipient).

The SEA Project is implemented by the consortium Eptisa Mühendislik Ltd. and Integra Consulting Ltd. (hereinafter the 'Contractor').

### 1.2 PURPOSE OF THE INTERIM PROGRESS REPORT

The purpose of the Interim Progress Report No. 3 is to describe the progress achieved during months 7 – 9 of the project implementation, and to outline the plan of actions for the next reporting period i.e. for months 10 – 12. This draft version shall be presented and discussed at the 3<sup>rd</sup> Steering Committee Meeting taking place on 23 January 2020.

## 2. ACTIVITIES IMPLEMENTED DURING REPORTING PERIOD

This section provides an overview of the activities implemented from 20 October 2019 till 20 January 2020 (i.e. months 7 – 9 of the project implementation).

### 2.1 ACTIVITY 1.2. IDENTIFICATION OF CURRENT SITUATION

The draft report, summarizing all findings and conclusions of the activity, was submitted on 4 October 2019, and revised version was submitted on 24 October 2019. The final report was approved on 4 November 2019.

### 2.2 ACTIVITY 1.4. PREPARATION OF TWO DETERMINED PLANNING PROCESSES

Following conclusions of the activity 1.3, two pilot SEA processes were launched in July 2019.

In the reporting period, the work on the scoping report continued for the ***Nitrate Action Plan (NAP) SEA pilot***. The first draft of the scoping report was submitted on 24 December 2019, revised version, which addressed comments provided by the End Recipient, was submitted on 15 January 2019. The 3<sup>rd</sup> sector meeting was organized on 21 October 2019, and the 4<sup>th</sup> sector meeting was organized on 13 December 2019 in order to discuss recent status of the NAP preparation and the scoping report (see Annex I).

Similarly, to the NAP SEA Pilot, also for the ***Integrated Coastal Zone Management (ICZM) SEA Pilot***, the work on the scoping report continued in the reporting period, and the first draft scoping report was submitted on 27 December 2019. Revised draft, accommodating the comments received from the End Recipient, was submitted on 14 January 2020. In order to discuss progress of the scoping stage, the 3<sup>rd</sup> sector meeting was organized on 12 December 2019 (see Annex II).

### 2.3 ACTIVITY 2.1. PERFORMING TRAINING NEEDS ANALYSIS

The draft complete report, summarizing all findings and conclusions, was submitted on 7 October 2019, and revised version was submitted on 24 October 2019. The final report was approved on 5 November 2019.

### 2.4 ACTIVITY 2.2. PREPARATION OF TRAINING PROGRAMS

Preparation of the training programs was initiated in early October 2019, and the outline of the training materials (not the training materials themselves) were presented at the 2<sup>nd</sup> SCM on 23 October 2019. A full set of the training materials was developed in November 2019 and the report on activity 2.2 was submitted on 25 November 2019. After receiving comments from the End Recipient, the revised version of the report was submitted on 27 November 2019. The report was approved on 5 December 2019.

### 2.5 ACTIVITY 2.3. DELIVERY OF TRAININGS

Based on the agreement with the End Recipient, the 1<sup>st</sup> training module was organized on 4 – 5 December 2019. The agenda of the event was submitted on 29 November 2019 and approved on 29 November 2019. The detailed information on the 1<sup>st</sup> training module are provided in the training report, submitted on 22 January 2020 (see Annex III). The attendance sheet and handover list of visibility materials were submitted on 9 December 2019.

### 2.6 ACTIVITY 2.4. AWARENESS RAISING WORKSHOPS FOR UNIVERSITIES, NGOS, CHAMBERS AND PUBLIC

The draft workshop agenda was presented and discussed at the 2<sup>nd</sup> SCM, as well as the date of the 1<sup>st</sup> awareness raising event – based on the agreement with the End Recipient, the workshops was organized

back-to-back the 1<sup>st</sup> training module on 3 December 2019. The agenda of the event was submitted on 29 November 2019 and approved on 29 November 2019. The detailed information on the 1<sup>st</sup> workshop is provided in the workshop report, submitted on 22 January 2020 (see Annex III). The attendance sheet and handover list of visibility materials were submitted on 9 December 2019.

## **2.7 ACTIVITY 2.5. PERFORMING STUDY VISIT TO EU COUNTRIES**

Following the discussions at the 2<sup>nd</sup> Steering Committee Meeting, it has been agreed with the End Recipient that the study tour to Spain is foreseen to be organized from 29 March 2020 till 3 April 2020. However, the foreseen date may be changed based on the agenda to be issued (the length of the Study Visit was stipulated in the ToR as 5 day excluding the travel day). The work on the study tour agenda was initiated in early January 2020.

## **2.8 ACTIVITY 2.6. UPDATING EXISTING WEB-SITE WITH THE PROJECT OUTPUTS**

The 2<sup>nd</sup> Interim Progress Report (in English) was made available for upload during the reporting period:

## **2.9 REPORTING**

The draft 2<sup>nd</sup> Interim Progress Report was submitted on 18 October 2019, further revised drafts (addressing comments of the End Recipient and the Contracting Authority) were submitted on 8 November 2019, 20 November 2019, and 25 November 2019. The final version was submitted and approved on 5 December 2019.

## **2.10 Operation Coordination Unit Meeting**

The first Operation Coordination Unit (OCU) meeting was organized on 17 January 2020. The Minutes of the Meeting were submitted on 21 January 2020 (see Annex IV).



## 2.11 OVERVIEW OF ACTIVITIES IMPLEMENTED DURING THE REPORTING PERIOD

Table 1 : Overview of approved activities and related outputs during the reporting period

Activity	Outputs	Submission date	Approval date	Comments and notes
ACTIVITY 1.2. IDENTIFICATION OF CURRENT SITUATION	A Report including gap analysis of the current situation on SEA institutional capacity, of the MoEU and the competent authorities, minutes of the opening and closing meetings, surveys	4 October 2019 (draft report) 24 October 2019 (revised report)	4 November 2019	The report includes results of surveys. The minutes of the opening meeting were provided in the Progress Report no. 1.
ACTIVITY 1.4. PREPARATION OF TWO DETERMINED PLANNING PROCESSES	SEA Scoping Report, SEA Report and Monitoring Report, minutes of Scoping Meetings and Consultation meetings, minutes of the desk study meetings.	14 January 2020 (draft scoping report for the ICZM SEA Pilot) 15 January 2020 (draft scoping report for the NAP SEA Pilot)	N/A	The activity will be implemented until the end of month 17. So far, following interim outputs have been produced: <ul style="list-style-type: none"> <li>• Workplan for both SEA pilots</li> <li>• Draft scoping reports</li> </ul>
Activity 1.4.1. Performing Scoping Meetings	Minutes of Scoping Meetings, printed materials (brochures, catalogues, promotional materials), minutes of the desk study meetings.	N/A	N/A	

Activity	Outputs	Submission date	Approval date	Comments and notes
Activity 1.4.2. Performing Consultation Meetings	Outputs: Minutes of Consultation Meetings, printed materials (brochures, catalogues, promotional materials), minutes of the desk study meetings.	N/A	N/A	
Activity 1.4.3. Performing Site Visits	Outputs: Mission Reports on Site-visits, printed materials (brochures, catalogues, promotional materials), minutes of the desk study meetings, minutes of the desk study meetings.	N/A	N/A	
Activity 1.4.4. Performing an Evaluation Meeting	Outputs: Minutes of Evaluation Meeting, printed materials (brochures, catalogues, promotional materials)	N/A	N/A	
ACTIVITY 2.1. PERFORMING TRAINING NEEDS ANALYSIS	TNA Report and results of face to face interviews and relevant surveys.	7 October 2019 (draft report) 24 October 2019 (revised report)	5 November 2019	The TNA report summarizes all results as well as provides minutes of interviews and results of online survey.

Activity	Outputs	Submission date	Approval date	Comments and notes
ACTIVITY 2.2. PREPARATION OF TRAINING PROGRAMS	.A report on training programme and materials	25 November 2019 (draft report) 27 November 2019 (revised report)	5 December 2019	Outline of the training materials (not the training materials themselves) submitted to the Beneficiary and presented at the 2 <sup>nd</sup> SCM on 23 October 2019
ACTIVITY 2.3 DELIVERY OF TRAININGS	Training assessment reports, questionnaires for the evaluation of the training sessions, minutes of the trainings.	22 January 2020		
ACTIVITY 2.4 AWARENESS RAISING WORKSHOP FOR UNIVERSITIES, NGOs, CHAMBERS, AND PUBLIC	Workshop reports, questionnaires for the evaluation of the workshops, minutes of the Workshops, printed materials (brochure, booklets, promotional materials)	22 January 2020		
ACTIVITY 2.6. UPDATING EXISTING WEB-SITE WITH THE PROJECT OUTPUTS	Updated Web-site	N/A	N/A	<ul style="list-style-type: none"> <li>2<sup>nd</sup> Interim Progress Report (in English)</li> </ul>
REPORTING	1 <sup>st</sup> Interim Progress Report	31 July 2019	4 September 2019	

Activity	Outputs	Submission date	Approval date	Comments and notes
	2 <sup>nd</sup> Interim Progress Report	18 October 2019 (first draft) 8 November 2019, 20 November 2019, and 25 November 2019 (revised reports) 5 December 2019 (final version)	5 December 2019	
Operation Coordination Unit (OCU) meeting	Minutes of the Meeting	21 January 2020		

### 3. PLANNING FOR NEXT REPORTING PERIOD

This section outlines steps and actions to be implemented from 21 January till 21 April 2020 (i.e. during months 10 – 12 of the project implementation).

#### 3.1 UPDATES OF THE WORKPLAN

The updated workplan is provided in Annex V. There is one deviation from the workplan submitted as a part of the 2<sup>nd</sup> Interim Progress Report:

1. The timing of the scoping meetings and the site visits (activities 1.4.1 and 1.4.3) have been postponed due to delays in the respective planning processes.
2. In the Activity 2.3 Delivery of Trainings and Activity 2.4 Awareness Raising Workshops for Universities, NGOs, Chambers and Public, the 2<sup>nd</sup> training module and the 2<sup>nd</sup> awareness raising workshop will be organized from 11 till 13 February 2020, i.e. earlier than planned.

#### 3.2 ACTIVITY 1.4. PREPARATION OF TWO DETERMINED PLANNING PROCESSES

Considering the progress made during the report period, following actions should be carried out in next three months:

- Working meetings with the MoEU and the MoAF teams to coordinate preparation of the scoping meetings and the site visits;
- Organizing the scoping meetings (activity 1.4.1) in February and March 2020;
- Organizing the site visits (activity 1.4.3) in February and March 2020;
- Updating the scoping reports considering the outcomes of the scoping consultation meetings (March – April 2020).

#### 3.3 ACTIVITY 2.2. PREPARATION OF TRAINING PROGRAMS

The training materials will be revised and updated for the 2<sup>nd</sup> training module reflecting experience gained through the 1<sup>st</sup> training module as well as to provide relevant case examples (until the end of January 2020).

#### 3.4 ACTIVITY 2.3. DELIVERY OF TRAININGS

The 2<sup>nd</sup> training module will be organized on 12 – 13 February 2020. The logistical arrangements will be organized (venue, list of participants, invitations, etc.) accordingly in coordination with the End Recipient.

#### 3.5 ACTIVITY 2.4. AWARENESS RAISING WORKSHOPS FOR UNIVERSITIES, NGOS, CHAMBERS AND PUBLIC

The 2<sup>nd</sup> awareness raising workshop will be organized on 11 February 2020. The training materials will be updated prior the event to reflect experience gained through the 1<sup>st</sup> awareness raising workshop. The logistical arrangements will be organized (venue, list of participants, invitations, etc.) accordingly in coordination with the End Recipient.

#### 3.6 ACTIVITY 2.5. PERFORMING STUDY VISIT TO EU COUNTRIES

The study tour agenda will be prepared and discussed with the End Recipient by the end of February 2020. The logistical arrangements will be organized (flights, accommodation, list of participants, etc.) accordingly in coordination with the End Recipient. The study tour to Spain shall be organized from 29 March 2020 till 3 April 2020.

### 3.7 ACTIVITY 2.6. UPDATING EXISTING WEB-SITE WITH THE PROJECT OUTPUTS

Following documents will be made available for upload during next report period:

1. Information note about the 2<sup>nd</sup> training module;
2. Information note about the 2<sup>nd</sup> awareness raising workshop;
3. Information about the scoping consultation meetings for both SEA Pilots
4. Scoping reports.

#### 4. INDICATORS

Following table lists the indicators from the ToR and the project's Operation Identification Sheet (OIS) and provides information about the progress towards achieving a given indicator.

Table 4.1: Status of achieving indicators during the implementation period

Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
The knowledge of the staff will be increased by %50 on by-law on Strategic Environmental Assessment.	ToR	50%	Not yet	Training reports, questionnaires for the evaluation of the trainings, minutes of the trainings, printed materials	55.6%	The first training module was organized in December 2019, an increase of knowledge was measured through completed questionnaires by the participants before and after the module. The number reflects the increase in knowledge of the participants of the 1 <sup>st</sup> training.
Awareness rate will be defined and increased by %50.	ToR	50%	Not yet	Workshop reports, questionnaires for the evaluation of the workshops, minutes of the workshops, printed materials	72.4%	The first awareness raising workshop was organized in December 2019, an increase of awareness rate was measured through completed questionnaires by the participants before and after the workshop. The number reflects the increase in awareness of the participants of the 1 <sup>st</sup> workshop.

Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
Number of staff well-trained and experienced on the implementation of by-law on SEA in 5 priority sectors (coastal management, land use planning, water management, agriculture and tourism sectors) will be increased by 50% compared to the current situation.	ToR	50% <sup>1</sup>	Not yet	Training reports, attendance sheets of the trainings, minutes of the trainings	80%	The status was estimated considering the contacts obtained from the relevant institutions and the actual participation at first training module implemented in December 2019 and reflects the number achieved in the participating institutions.
Number of approved/adopted plans in which SEA findings and consultations were integrated through SEA processes.	ToR	- <sup>2</sup>	Not yet	Scoping reports, SEA reports, Monitoring Reports, ICZM and NAP, Decisions of relevant planning authorities about adoption/approval	0%	SEA processes for two selected strategic documents (NAP and ICZM) were launched, the draft scoping reports were prepared, and several sector meetings were implemented with the planning authorities so far. The target can be evaluated at end of the project.
Number of staff trained and attended	ToR	30% <sup>3</sup>	Not yet	Training reports,	30%	The status was estimated

<sup>1</sup> Baseline situation (i.e. current number of the staff well-trained and experienced on the implementation of the by-law on SEA) has not been quantified, it can be only estimated based on the findings from the TNA and Gap analysis.

<sup>2</sup> A quantified target has not been defined for this indicator.

<sup>3</sup> Baseline situation (i.e. number of the staff trained) has not been quantified, it can be only estimated based on the findings from the TNA and Gap analysis.



Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
the trainings/workshops will be increased by 30% compared to the current situation.				attendance sheets of the trainings, minutes of the trainings		considering the contacts obtained from the relevant institutions organisations and the actual participation at the first training module and workshop implemented in December 2019. The number reflects the number achieved in the participating institutions.
Awareness rate of participants from universities, NGOs, chambers and public on SEA will be increased by 30% compared to the current situation.	ToR	30%	Not yet	Workshop reports, questionnaires for the evaluation of the workshops, minutes of the workshops, printed materials	72.4%	The first awareness raising workshop was organized in December 2019, an increase of awareness rate was measured through completed questionnaires by the participants before and after the workshop. The number reflects the increase in awareness of the participants of the 1 <sup>st</sup> workshop.
Number of reports developed within the project implementation period regarding environmental assessment, management and specific analyses.	ToR	- <sup>4</sup>	Not yet	Activity reports, progress reports, MoM of the Steering	10	Following reports were submitted so far (till 17 January 2020): <ul style="list-style-type: none"> <li>• Inception Report;</li> </ul>

<sup>4</sup> A quantified target has not been defined for this indicator.

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Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
				Committee Meetings		<ul style="list-style-type: none"> <li>• The 1<sup>st</sup> Progress Report;</li> <li>• The 2<sup>nd</sup> Progress Report;</li> <li>• Minutes of Opening Meeting (Activity 1.1);</li> <li>• Report on Activity 1.2;</li> <li>• Report on Activity 1.3;</li> <li>• Report on Activity 2.1.</li> <li>• Report on Activity 2.2.</li> <li>• Draft SEA scoping reports for the NAP and the ICZM SEA Pilots.</li> </ul>
Environmental friendly plans and programmes are being prepared by the implementation of the by-law on SEA	OIS	No2	Not yet	SEA Reports	0%	
Recognition by EC that considerable progress is being made regarding SEA Directive by 2020.	OIS	No2	Not yet	European Commission's Regular Reports from 2017 to 2020	0%	
Enhanced institutional capacity necessary to implement by-law on SEA.	OIS	No	Not yet	Training certificates issued	0,8 %	Institutional capacity of the two pilot institutions, MoEU Spatial Planning DG and MoAF Agriculture Reform DG have

Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
						started to be enhanced through organizing sectoral meetings and representatives of these institutions also attended the 1 <sup>st</sup> training module (however, changes in institutional capacity cannot be quantified – it is partially reflected in the figure provided for the 1 <sup>st</sup> indicator from the ToR above).
Two approved/adopted plans (selected as pilot) in which SEA findings and consultations were integrated through SEA processes.	OIS	2 plans	Not yet	Progress Reports and final report of the project  Reporting of the MoEU on the application of competent authorities  SEA Reports	0%	SEA processes for two selected strategic documents (NAP and ICZM) were launched, draft scoping reports were prepared, and several sector meetings were implemented with the planning authorities so far. The target can be evaluated at end of the project.
At least 5 relevant staff from each competent authority in 5 priority sectors (coastal management, land use	OIS	25 persons	Not yet	Reports on the gaps of institutional capacity and needs	25%	The first training module was organized in December 2019 and sufficient number of persons from competent authorities in tourism

Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
<p>planning, water management, agriculture and tourism sectors) well-trained and experienced on the implementation of the by-law on SEA.</p>				<p>for trainings            Declarations of the related ministries and project reports            Study visit materials, evaluation report and participants list            Training materials, evaluation report and participants list            Training evaluation forms            Number of certificates            Project Inception Report            Project Progress Reports            FSC Meeting Minutes</p>		<p>sector participated. The number reflects the increase in trained staff only in institutions that participated in the 1<sup>st</sup> training.</p>

Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
				Project Final Report		
At least 70 SEA Focal Points determined from the competent authorities and the MoEU.	OIS	70 Focal Points	Yes	Reports on the gaps of institutional capacity and needs for trainings Declarations of the related ministries and project reports Study visit materials, evaluation report and participants list Training materials, evaluation report and participants list Training evaluation forms Number of certificates Project Inception Report	100%	MoEU has determined focal points. The list was attached to TNA and Gap Reports.

Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
				Project Progress Reports FSC Meeting Minutes Project Final Report		
At least 120 staff working in competent authorities trained on the implementation of the by-law on SEA.	OIS	120 persons	Not yet	Reports on the gaps of institutional capacity and needs for trainings Declarations of the related ministries and project reports Study visit materials, evaluation report and participants list Training materials, evaluation report and participants list Training evaluation forms	48	The figure reflects the number of the participants of the 1 <sup>st</sup> training module.

Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
				Number of certificates Project Inception Report Project Progress Reports FSC Meeting Minutes Project Final Report		
At least 160 participants from universities, NGOs and chambers participated to the SEA awareness raising workshops, seminars and other activities.	OIS	160 participants	Not yet	Reports on the gaps of institutional capacity and needs for trainings Declarations of the related ministries and project reports Study visit materials, evaluation report and participants list Training materials,	37	Altogether 11 participants from universities, NGOs and chambers took part at the Opening Meeting, and another 26 attended the 1 <sup>st</sup> awareness raising workshop.

Indicator	Source	Target	Achieved	Source of Verifications	Status (%)	Comments and notes
				evaluation report and participants list Training evaluation forms Number of certificates Project Inception Report Project Progress Reports FSC Meeting Minutes Project Final Report		



## 5. ASSUMPTIONS AND RISKS

### 5.1 SEA PILOTS

As provided in the 1<sup>st</sup> and the 2<sup>nd</sup> Interim Progress Reports, expected timeline for both NAP and ICZM preparation discussed during activity 1.3 should allow to carry out all necessary SEA steps within the timeframe of the SEA Project implementation. However, it assumes there are no significant delays in the planning process, and that the complete drafts of the planning documents are available to the Contractor by the end of month 13-14 (i.e. by the end of May/early June 2019) at the latest. Otherwise, it might not be feasible to complete SEA pilots (Activity 1.4) by the end of month 17 as required by the ToR.

However, it was already indicated at the meeting with the ICZM planning team (3 October 2019) that the draft ICZM might not be ready before May 2020. This fact represents a significant risk the ICZM SEA Pilot cannot be finalized during the project implementing period.

### 5.2 AWARENESS RAISING WORKSHOPS

The ToR stipulates that at least 160 participants from universities, NGOs and chambers participated to the SEA awareness raising workshops, seminars and other activities. However, considering relatively low number of participants from these stakeholders' groups at the 1<sup>st</sup> awareness raising workshop (altogether 26) there is a risk this number won't be achieved. Therefore, a higher number of representatives of universities, NGOs, chambers and the public have to be invited to the next awareness raising workshop, which requires a close coordination with the End Recipient.

ANNEXES	
ANNEX I :	SCOPING REPORT OF NAP
ANNEX II :	SCOPING REPORT OF ICZM
ANNEX III :	TRAINING ASSESSMENT REPORT FOR ACTIVITY 2.3 AND ACTIVITY 2.4
ANNEX IV :	MINUTES OF THE OPERATION COORDINATION UNIT MEETING NO. 1
ANNEX V :	UPDATED WORKPLAN

## ANNEX-I SCOPING REPORT OF NAP

The draft version of the report was submitted to MoEU with an official letter date on 15 January 2020.

## ANNEX-II SCOPING REPORT OF ICZM

The draft version of the report was submitted to MoEU with an official letter date on 14 January 2020.

**ANNEX-III TRAINING ASSESSMENT REPORT FOR ACTIVITY 2.3 AND ACTIVITY 2.4**

The draft version of the report was submitted to MoEU with an official letter date on 22 January 2020.

ANNEX-IV MINUTES OF OPERATION COORDINATION UNIT MEETING NO. 1





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## Supporting the Implementation of By law on Strategic Environmental Assessment (SEA)

TR2018 ESOP MI A3 12/CNP/03

Operation Coordination Unit Meeting No:1	
Contract Title:	: Supporting the Implementation of By law on Strategic Environmental Assessment (SEA)
Contract No / Type:	: TR2018 ESOP MI A3 12/CNP/03
Contracting Authority	: General Directorate of European Union and Foreign Relations within MoJEU
End-receipt	: General Directorate of EIA, Permit and Inspection/MoEU
Contractor	: Eptisa Mühendislik ve Müşavirlik Hizmetleri Bilgisayar İnşaat Tic. Ltd.Şti in consortium with Integra Consulting s.r.o
Subject of Meeting:	: Operation Coordination Unit Meeting No:1
Date/Time:	: 17.01.2020 – 14.30
Venue:	: General Directorate of EIA Meeting Room
Participants	: Attendance Sheet is enclosed in Annex I
Annexes	: I- Attendance Sheet (1 pages) II- Technical Presentation (21 pages) III- Photos of the Steering Committee Meeting No:2 (2 page)

*Note: "These Minutes are record of events including actions and recommendations. Acceptance is assumed unless Contractor is informed."*



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## Supporting the Implementation of By law on Strategic Environmental Assessment (SEA)

TR2018 ESOP MI A3 12/CNP/03

No	ATTENDEES NAME	TITLE	INSTITUTION/COMPANY
1	Güven Seydioğlu	Task Manager	MoEU-IPA
2	Nihan Şahin Hamamcı	Branch Manager	MoEU- Directorate of EIA
3	Özge Erdem	Expert	MoEU- Directorate of EIA
4	Hakan Acar	Expert	MoEU- Directorate of EIA
5	Gonca Kaynak	SEA Local Expert	Eptisa
6	Pınar Yılmaz	SEA Local Expert	Eptisa
7	Gizem Ceren Kadılar	Project Assistant	Eptisa





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## Supporting the Implementation of By law on Strategic Environmental Assessment (SEA)

TR2018 ESOP MI A3 12/CNP/03

Agenda Item No	DESCRIPTION	ACTION BY	STATUS
1.0	<b>Introduction to the meeting</b>		
	The meeting was opened and led by the Contracting Authority (CA) according to agenda items below presented within the Contractor's presentation.	-	-
2.0	<b>Activities Implemented During the 3<sup>rd</sup> Quarter</b>		
	<p>Contractor summarized the progresses in the 3<sup>rd</sup> quarter as below;</p> <p><b>Activity 1.2 Identification of the Current Situation</b> Contractor stated that the draft report, summarizing all findings and conclusions of the activity, was submitted on 4 October 2019. Final version of the report was approved on 4 November 2019.</p> <p><b>Activity 1.4: SEA Pilot for NAP</b> Contractor stated that 4<sup>th</sup> sectoral meeting was organized on 13 December, scoping report was drafted and submitted on 24 December and but Draft NAP which is the basis of scoping report was submitted on 27 December 2019 by TUBITAK. Considering the comments of MoEU and MoAF, the Contractor revised the draft version and final version was submitted on 15 Jan 2020. After the discussions, the Contractor stated that designation of date and location of site meeting is needed (by MoEU and MoAF). It was tentatively agreed that next meetings for the SEA Pilots sectors will be implemented in February 2020 (in the week 24 – 28 February) in the event that the MoAF also agrees the date. In addition, location of meeting and site visit shall be agreed with MoAF and MoEU, accordingly the Contractor shall arrange accommodation works.</p> <p><b>Activity 1.4: SEA Pilot for ICZM</b> The contractor stated that three sectoral meetings were organized until now, which were held on 17 July, 22 October, 12 December 2019 respectively. The early draft Scoping Report was shared with the Planning Authority and MoEU by-email on 20 December, and officially submitted on 27 Dec 2019. The revised draft version based on the comments of the MoEU and Planning Authority was submitted on 15 Jan 2020. The strict timeline for completion of SEA process (preparation of draft SEA Report, Public Consultation Meeting, Final SEA report) after ICZM plan submitted by the Planning Authority at the end of July 2020, was mentioned and risk of possible delay in case of delays in Planning Authorities work plan, was emphasized by the Contractor. CA stated that, discussions of an extension with an addendum may occur in case of potential delay due ICZM planning process and this subject is open for discussions for later. End-Recipient highlighted that ICZM plan is a technically comprehensive</p>	-	-



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## Supporting the Implementation of By law on Strategic Environmental Assessment (SEA)

TR2018 ESOP MI A3 12/CNP/03

Agenda Item No	DESCRIPTION	ACTION BY	STATUS
	<p>plan that is being prepared by expert planning team, which consists of academicians and it is important to see the difference and contribution which SEA will make after the SEA implementation. It was noted by the Contractor that short-term expertise will be included for SEA report, which may include urban planner, biodiversity expert etc.</p> <p>It was noted that two days site visit and Scoping Meeting was already decided to implement in March 2020 (in the week 9 – 13 March). The validation of the dates will be checked by MoEU, the proposed agenda for the site visits will be send by the Contractor after consultation with the Planning Authority.</p> <p><b>Activity 2.1 Training Need Analyses</b> Contractor presented actions carried out with the dates; the draft complete report, summarizing all findings and conclusions, was submitted on 7 October 2019. Revised version was submitted on 24 October 2019. The final report was approved on 5 November 2019.</p> <p><b>Activity 2.2 Preparation of Training Programs</b> Contractor presented actions carried out with the dates; initiated in early October 2019 (reflecting results of TNA). Outline of the training materials (not the training materials themselves) was presented at the 2nd SCM. A full set of the training materials was developed in November 2019. Report on activity 2.2 was submitted on 25 November 2019, it was approved on 6 December 2019.</p> <p><b>Activity 2.3; Delivery of Trainings;</b> Contractor highlighted that the 2<sup>nd</sup> training module and the 2<sup>nd</sup> awareness raising workshop to be organized back-to-back on 12 – 13 February 2020 and 11 February 2020.</p> <p><b>Activity 2.5 Study Tour;</b> Contractor highlighted that the study tour agenda will be prepared and discussed with the End Recipient by mid-February 2020. The logistical arrangements will be organized (flights, accommodation, list of participants, etc.) accordingly in coordination with the End Recipient. The study tour to Spain shall be organized from 29 March 2020 till 3 April 2020.</p> <p><b>Activity 2.6; Updating Existing Web-Site with the Project Outputs;</b> Contractor informed that following documents will be made available for upload during next report period:</p> <ul style="list-style-type: none"><li>• 2nd Progress Report (in Turkish)</li><li>• Information note about the 2nd training module</li><li>• Information note about the 2nd awareness raising workshop.</li></ul>		



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## Supporting the Implementation of By law on Strategic Environmental Assessment (SEA)

TR2018 ESOP MI A3 12/CNP/03

Agenda Item No	DESCRIPTION	ACTION BY	STATUS
	<ul style="list-style-type: none"><li>Information about the scoping consultation meetings for both SEA Pilots</li><li>Scoping reports</li></ul>		
4.0	<b>Planned activities in 4<sup>rd</sup> quarter</b>		
	<p>Following actions should be carried out in next three months:</p> <ul style="list-style-type: none"><li>Planning of the Scoping consultations meetings for SEA Pilot (January 2020).</li><li>The training materials should be finalized by the end of November 2019.</li><li>The 2<sup>nd</sup> training module and the 2<sup>nd</sup> awareness raising workshop will be organized in succession until mid-February 2020 (tentatively 1<sup>st</sup> week in February).</li></ul> <p>Following documents will be made available to be uploaded during next report period:</p> <ul style="list-style-type: none"><li>Final report of the TNA (TR version)</li><li>Final report of the Second Interim Progress Report (TR version)</li><li>Draft report of the Third Interim Progress Report (TR version)</li><li>Information note about the training modules</li><li>Information note about the first awareness raising workshop</li></ul>	Contractor & MoEU	4 <sup>th</sup> period



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## Supporting the Implementation of By law on Strategic Environmental Assessment(SEA)

TR2018 ESOP MI A3 12/CNP/03

### ANNEX – I: Attendance Sheet





## Supporting the Implementation of By law on Strategic Environmental Assessment(SEA)

TR2018 ESOP MI A3 12/CNP/03

ATTENDANCE SHEET						
Name of Meeting: OPERATION COORDINATION UNIT MEETING No.1					Date: 17.01.2020	Page: 1
No	NAME & SURNAME	TITLE	COMPANY / INSTITUTION	Telephone / Fax	E-Mail	Signature
1	Nihan Ş.HAMAMCI	Act. Director	Min. Environmenty Urb.	410 17 37	nihan.hamamci@csb.gov.tr	
2	Hakan ACAR	Expert	" "	410-17-14	hakan.acar@csb.gov.tr	
3	Coen Kodilor	Project Assislt	EPTISA	US 38 62	gkodir@eptisa.com	
4	Pınar Ullma	Env. Eng.	Eptisa	530275851	puren@eptisa	
5	Gonca KAMNAK	Expert	Eptisa	4393862	gkayrak@eptisa	
6	Özge ERDEM	Expert	Min. Env. Urb.	410 17 45	ozge.erdem@csb.gov.tr	
7	Güven SEYDİOĞLU	"	Đ6. EÜFİZ	586 3312	güven.seydioglu@csb.gov.tr	
8						
9						
10						





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## Supporting the Implementation of By law on Strategic Environmental Assessment(SEA)

TR2018 ESOP MI A3 12/CNP/03

### ANNEX – II: Technical Presentation





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# Supporting the Implementation of By-Law on Strategic Environmental Assessment TR2018 ESOP MI A3 12/CNP/03

## First Operation Coordination Meeting Ankara, 17 January 2020

STRATEJİK ÇEVRESEL DEĞERLENDİRME YÖNETMELİĞİ'NİN UYGULANMASININ  
DESTEKLENMESİ PROJESİ

1. Operasyon Koordinasyon Birimi Toplantısı

Ankara, 17 Ocak 2020



TÜRKİYE CUMHURİYETİ  
ÇEVRE VE ŞEHİRCİLİK  
BAKANLIĞI



Çevre ve İklim  
Eylemi Sektör  
Operasyonel Programı



eptisa  
mühendislik



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## ACTIVITIES IMPLEMENTED DURING THE 3<sup>rd</sup> QUARTER / 3. ÇEYREKTE YAPILAN ÇALIŞMALAR





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## ACTIVITY 1.2: IDENTIFICATION OF CURRENT SITUATION / AKTİVİTE 1.2: MEVCUT DURUMUN BELİRLENMESİ

The draft report, summarizing all findings and conclusions of the activity, was submitted on 4 October 2019

Faaliyetin tüm bulgu ve sonuçlarını özetleyen taslak rapor 4 Ekim 2019 tarihinde sunuldu.

**Revised version was submitted on 24 October 2019.**

Gözden geçirilmiş versiyon 24 Ekim 2019'da gönderildi.

**The final report was approved on 4 November 2019.**

Nihai rapor 4 Kasım 2019'da onaylandı.



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## ACTIVITY 1.4 SEA PILOT FOR NAP/ NİTRAT EYLEM PLANI İÇİN SÇD

Actions carried out/ Bugüne kadar yapılanlar şunlardır:

- **4<sup>th</sup> sectoral meeting was organized (13 Dec)/ 4. sektörel toplantı yapılmıştır. (13 Aralık)**
- **Scoping report drafted and submitted on 24 Dec. / Kapsam belirleme raporu 24 Aralık'ta sunulmuştur.**
- **Draft NAP was submitted on 27 December 2019 by TUBITAK. / NEP taslak raporu, TUBITAK tarafından 27 Aralık 2019'da sunulmuştur.**
- **Revised draft version was submitted on 15 Jan 2020/ Kapsam Belirleme Raporunun taslak versiyonu 15 Ocak'ta sunulmuştur.**
- **Designation of date and location of site meeting is needed (by MoEU and MoAF) / Saha toplantısının tarih ve yerinin belirlenmesi gereklidir. (ÇŞB & Tarım Orman Bakanlığı)**



TÜRKİYE CUMHURİYETİ  
ÇEVRE VE ŞEHİRCİLİK  
BAKANLIĞI



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Operasyonel Programı





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## ACTIVITY 1.4 SEA PILOT FOR ICZM/ BKAY İÇİN SÇD

**Actions carried out/** Bugüne kadar yapılanlar;

- **3<sup>rd</sup> sectoral meeting organized (12 Dec, 22 Oct, 17 Jul) / Üç Sektörel toplantı gerçekleştirilmiştir (12 Aralık, 22 Ekim, 17 Temmuz)**
- **Scoping report drafted and submitted on 27 Dec / Taslak Kapsamlaştırma Raporu 27 Aralıkta sunulmuştur**
- **Revised version submitted on 15 Jan 2020/ Revize versiyon 15 Ocak 2020 de sunulmuştur.**
- **The ICZM preparation timeline discussed at the meetings, there is a risk of delays due to ICZM plan timeschedule/ Toplantılarda BKAY hazırlıklarının zaman çizelgesi tartışılmıştır ve BKAY planının hazırlana sürecine ilişkin olarak gecikme riski söz konusudur.**





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## ACTIVITY 2.1 TRAINING NEEDS ANALYSES/ AKTİVİTE 2.1 EĞİTİM İHTİYAÇ ANALİZİ

**The draft complete report, summarizing all findings and conclusions, was submitted on 7 October 2019**

Tüm bulguları ve sonuçları özetleyen taslak rapor 7 Ekim 2019'da sunuldu.

**Revised version was submitted on 24 October 2019**

Revize edilmiş versiyon 24 Ekim 2019'da gönderildi.

**The final report was approved on 5 November 2019.**

Nihai rapor 5 Kasım 2019'da onaylandı.





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## ACTIVITY 2.2 PREPARATION OF TRAINING PROGRAMS/ AKTİVİTE 2.1 EĞİTİM PROGRAMLARININ HAZIRLANMASI

**Initiated in early October 2019 (reflecting results of TNA)/**

2019 Ekim ayının başında (Eğitim İhtiyaç Analizi sonuçları yansıtılarak) hazırlıklar başlatılmıştır.

**Outline of the training materials (not the training materials themselves) presented at the 2nd SCM**

2. SCM'de sunulan eğitim materyallerinin ana hatları (eğitim materyallerinin kendileri değil) sunulmuştur.

**A full set of the training materials developed in November 2019**

Kasım 2019'da geliştirilen eğitim materyallerinin tamamı geliştirilmiştir.

**Report on activity 2.2 submitted on 25 November 2019, approved on 6 December 2019.**

25 Kasım 2019 tarihinde sunulan 2.2 faaliyet raporu, 6 Aralık 2019 tarihinde onaylanmıştır.





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## ACTIVITY 2.3 DELIVERY OF TRAININGS / AKTİVİTE 2.1 EĞİTİM PROGRAMLARININ HAZIRLANMASI

**1st training module was organized on 4 – 5 December 2019 / İlk eğitim modülü 4-5 Aralık 2019'da düzenlendi.**

**Agenda of the event was submitted on 29 November 2019 and approved on 2 December 2019 / Etkinliğin gündemi 29 Kasım 2019'da sunuldu ve 2 Aralık 2019'da onaylandı.**

**Training report including evaluation is in preparation. / Eğitimin değerlendirmesini de içeren eğitim raporu hazırlanmaktadır.**

**The attendance sheet and handover list of visibility materials were submitted on 9 December 2019. / Görünürlük materyallerinin katılım kağıdı ve devir teslimi listesi 9 Aralık 2019 tarihinde sunulmuştur.**



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## ACTIVITY 2.4 AWARENESS RAISING WORKSHOPS / AKTİVİTE 2.1 EĞİTİM PROGRAMLARININ HAZIRLANMASI

**1st workshop organized on 3 December 2019 / İlk çalıştay 3 Aralık 2019'da düzenlendi.**

**Agenda of the event was submitted on 29 November 2019 and approved on 2 December 2019 / Etkinliğin gündemi 29 Kasım 2019'da sunuldu ve 2 Aralık 2019'da onaylandı.**

**Training report including evaluation is in preparation / Eğitimin değerlendirmesini de içeren eğitim raporu hazırlanmaktadır.**

**The attendance sheet and handover list of visibility materials were submitted on 9 December 2019. / Görünürlük materyallerinin katılım kağıdı ve devir teslimi listesi 9 Aralık 2019 tarihinde sunulmuştur**



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## ACTIVITY 2.5 STUDY TOUR / AKTİVİTE 2.1 EĞİTİM PROGRAMLARININ HAZIRLANMASI

**Agreement made with the MoEU – study tour to Spain from 29 March till 3 April 2020**  
/ Çalışma ziyareti tarihleri 29 Mart-03 Nisan 2020 olarak Bakanlık ile anlaşılmıştır.

**Work on the study tour agenda initiated** / Çalışma ziyareti gündeminde çalışma başlatılmıştır.







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## ACTIVITY 2.6. UPDATING EXISTING WEB-SITE WITH THE PROJECT OUTPUTS/ AKTİVİTE 2.6 MEVCUT WEB SİTESİNİN PROJE ÇIKTILARIYLA GÜNCELLENMESİ

Following documents were made available for upload/ Aşağıdaki belgeler siteye yüklenmek için hazır hale getirilmiştir:

The 2<sup>nd</sup> Progress Report (in English)/ 2. İlerleme Raporu





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## SECOND INTERIM PROGRESS REPORT/ 2.İLERLEME RAPORU

- **The draft 2nd Interim Progress Report submitted on 18 October 2019**  
2. İlerleme Raporu 18 Ekim 2019 tarihinde sunulmuştur.
- **Further revisions made in November 2019**  
Kasım 2019'da düzeltmeler yapılmıştır.
- **The final version was submitted and approved on 6 December 2019.**  
Son versiyon 6 Aralık 2019'da sunulmuş ve onaylanmıştır.





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## Planned activities for the 4<sup>th</sup> quarter/ 4. Çeyrek için Planlanmış Aktiviteler



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## **ACTIVITY 1.4: PREPARATION OF TWO DETERMINED PLANNING PROCESS/ BELİRLENMİŞ İKİ PLANLAMA SÜRECİ İÇİN HAZIRLIKLARIN YAPILMASI**

**Following actions should be carried out in next three months/ Önümüzdeki üç ay boyunca aşağıdaki eylemler gerçekleştirilmelidir:**

**Working meetings with the MoEU and the MoAF teams to coordinate preparation of the scoping meetings and the site visits;/ Kapsam belirleme toplantılarının hazırlanmasını ve saha ziyaretlerini koordine etmek için ÇŞB ve ÇŞB ekipleriyle çalışma toplantıları;**

**Organizing the scoping meetings (activity 1.4.1) in March 2020;/ Kapsam belirleme toplantılarının (faaliyet 1.4.1) Mart 2020'de düzenlenmesi;**

**Organizing the site visits (activity 1.4.3) in March 2020;/ Mart 2020'de saha ziyaretlerini (faaliyet 1.4.3) organize etmek;**

**Updating the scoping reports considering the outcomes of the scoping consultation meetings. / Kapsam belirleme görüşmelerinin sonuçlarını dikkate alarak kapsam belirleme raporlarının güncellenmesi.**



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## ACTIVITY 2.2: PREPARATION OF TRAINING PROGRAM AKTİVİTE 2.2: EĞİTİM PROGRAMININ HAZIRLANMASI

The training materials will be revised and updated for the 2nd training module reflecting experience gained through the 1st training module as well as to provide relevant case examples.

Eğitim materyalleri, 1. eğitim modülü aracılığıyla kazanılan deneyimleri yansıtan 2. durum modülü için revize edilerek güncellenecek ve ilgili vaka örnekleri sağlanacaktır.



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**ACTIVITY 2.3: DELIVERY OF TRAININGS/ 3.4 ACTIVITY 2.4. AWARENESS RAISING WORKSHOPS**

**AKTİVİTE 2.3: EĞİTİMLERİN VERİLMESİ/ 3.4 ETKİNLİK 2.4 FARKINDALIK GELİŞTİRME ÇALIŞTAYLARI**

**The 2<sup>nd</sup> training module and the 2<sup>nd</sup> awareness raising workshop to be organized back-to-back on 12 – 13 February 2020 and 11 February 2020 / 1. eğitim modülü ve 1. farkındalık geliştirme çalıştayı 2019 Aralık ayı ortasına kadar olan süre zarfında arka arkaya düzenlenecektir (ek müzakereye açıktır).**



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## ACTIVITY 2.5 STUDY TOUR / Aktivite 2.5 ÇALIŞMA GEZİSİ

The study tour agenda will be prepared and discussed with the End Recipient by mid-February 2020

Çalışma gezisi gündemi hazırlanacak ve faydalanıcı ile Şubat ortasına kadar tartışılmış olacaktır.

The logistical arrangements will be organized (flights, accommodation, list of participants, etc.) accordingly in coordination with the End Recipient

Lojistik düzenlemeler (uçuşlar, konaklama, katılımcı listesi, vb.) faydalanıcı ile koordineli olarak düzenlenecektir.

The study tour to Spain shall be organized from 29 March 2020 till 3 April 2020.

İspanya'ya yapılacak çalışma gezisi 29 Mart - 3 Nisan 2020 arasında düzenlenecektir.



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## ACTIVITY 2.6: UPDATING EXISTING WEB-SITE WITH THE PROJECT OUTPUTS

### Aktivite 2.6 Mevcut web-sitesinin proje çıktılarıyla güncellenmesi

**Following documents will be made available for upload during next report period:** Bir sonraki proje döneminde aşağıdaki belgeler web-sitesine yüklenebilmeleri için hazır edilecektir:

- **2<sup>nd</sup> Progress Report (in Turkish)/** 2. İlerleme Raporu (Türkçe)
- **Information note about the 2nd training module/** 2. eğitim modülü hakkında bilgi notu;
- **Information note about the 2nd awareness raising workshop./** 2. bilinçlendirme çalıştayı hakkında bilgi notu.
- **Information about the scoping consultation meetings for both SEA Pilots/** Her iki SEA Pilotu için kapsam belirleme danışma toplantıları hakkında bilgi
- **Scoping reports /** Kapsam Belirleme Raporları





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## Topics for discussion Tartışılacak konular



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- **Activity 1.4 (SEA Pilots)/ Aktivite 1.4 (SÇD Pilotları): Timing of the planning process - full (prefinal) draft of the NAP and ICZM have to be available in May 2020**  
Planlama sürecinin zamanlaması - NAP ve BKAY'nin tam (final) taslağı Mayıs 2020'de mevcut olmalıdır
- **Activities 2.4 (awareness raising workshoptrainings and workshops)/ It is necessary to increase a number of representatives of universities, NGOs, and chambers at the workshops / Aktivite 2.3 ve 2.4 (eğitimler ve çalıştaylar): Çalıştaylarda çeşitli üniversite, STK ve oda temsilcilerinin artırılması gerekmektedir.**



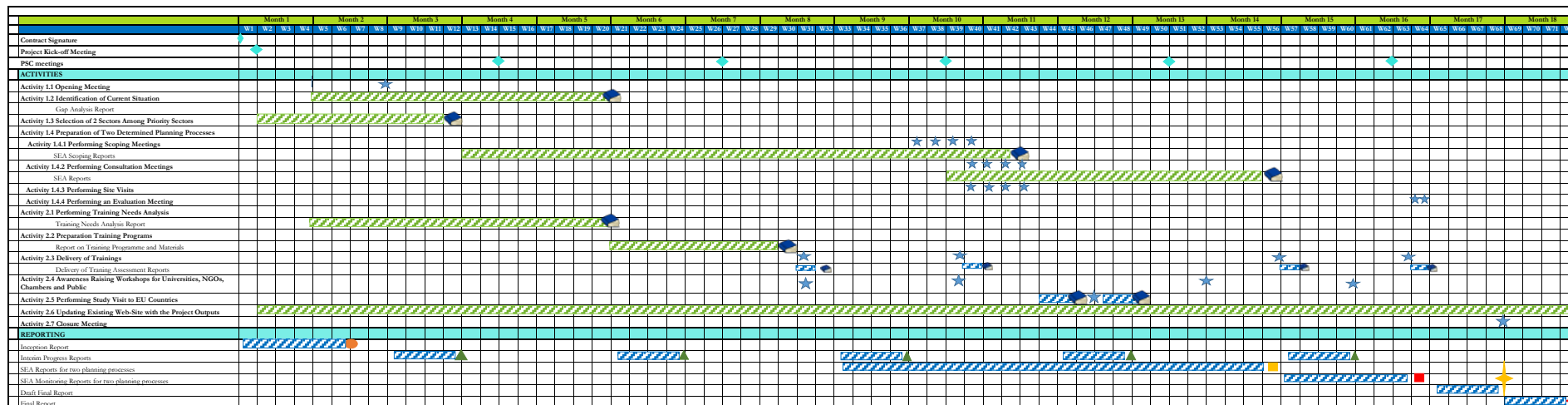
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**Thank you for your attention!**  
İlginiz için Teşekkürler!



**ANNEX-V UPDATED WORK PLAN**

Work Plan



LEGEND	
	Implementation of the Activities
	Duration for the Preparation of Reports
	Reports of Activities
	Opening and Closure Meetings, Study Visit, Trainings and Workshops, Site Visits
	Inception Report
	Interim Progress Reports
	SEA Reports for two planning processes
	SEA Monitoring Reports for two planning processes
	Draft Final Report
	Final Report



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