

[Reference: Sitemap of YSLME Project homepage]**Description of Yellow Sea Partnership Website**

This document is prepared by PMO of UNDP/GEF YSLME Phase II Project and is a part of the request for proposals that specifies the requirements for design and development of the website, www.yellowseapartnership.org, domain already secured.

Banners : Seven icons will be displayed horizontally to present the key attributes of YSLME under the headings of 1) YSLME Commission, 2) Our Work, 3) GEF/UNDP YSLME Project, 4) Yellow Sea Partnership, 5) documents and resources, 6) Work with us, and 7) About PMO. An automatic scroll-down menu will break down the key elements. Brief description of each icon is as follows.

Webpage highlights

1. Missions and Goals
“implementing the YSLME SAP”, “restoring ecosystem goods and services and consolidation of a long-term regional environmental governance framework”, to be displayed at the top of the homepage.
2. Introduction
Prepare an organization introduction with four lines shown on home page, followed by a “read more” link to another page for in-depth knowledge of the partnership, commission and the phase II project and other information that summarizes the information in the banner area (YSLME commission, our work, etc).
3. News and highlights and notifications
News will be rolling up in the middle of the home page to attract the attention of the readers, with a link “for more information” to access previous news and highlights.
4. YSLME Commission
Under the YSLME icon, the following secondary items will be shown:
 - About the Commission. This section will give an overview of the commission, its roles and responsibilities, affiliated organizations, rules of procedures, with links to the documents.
 - YSLME Interim Commission Council (ICC). Describe the TOR of the ICC, its membership, meeting minutes, last meeting decisions, with a link to meeting documents and proceedings.
 - MSTP: describe the nature of the mechanism, TOR, membership, meeting documents and proceedings, etc.
 - RWG: describe the nature of the groups, TOR of the group and chairs/vice chairs, and workplan of the groups. CVs of chair/vice chairs. Provides links to the previous meeting documents.
 - IMCC: a brief introduction to IMCC, its TOR, and membership.
 Secretariat (PMO): describe the TOR of the PMO, profile of the four staff with photos and responsibilities, and contacts info.
5. **Our Work**
This section showcases the six areas of practices of YSLME Project. To the extent possible, brief introduction of the key initiatives thereunder, technical report produced by YSLME Project, RWG responsible, etc will be introduced.
 - Assessment and Monitoring
An introduction of the assessment and monitoring work of YSLME will be made, with focus on the following initiatives with descriptions. Reports will be weblinked for easy access.
 - YSLME HAB Monitoring Program
 - YSLME Jellyfish Monitoring Program
 - Climate change impact on ecosystem services
 - Climate change impact on YSCWM
 - Regional monitoring system
 - Demonstration of cc adaptation
 - Fisheries
This section will introduce the focus of work on fisheries, including Harmonized methodologies for stock assessment, review of
 - Sustainable Mariculture

This section will focus on the following key areas, with brief description and weblink to guidelines and IMTA, as well as news and progress reports, and location of demonstration sites and areas of demonstration.

- YSLME Sustainable Mariculture Guidelines
- GAP of IMTA (standards and certification)
- IMTA demonstration sites
- Good Governance
Introduce the key focus of the practice area, the key products it produced, including Roadmap towards a sustainable framework for the implementation of the YSLME SAP
- Habitat maintenance
Introduce the key programs under this practice areas, and link to project reports.
 - YSLME MPA Network
 - YSLME Biodiversity Conservation Plan
 - Regional guidelines for assessment of effectiveness of restoration projects
- Pollution reduction
 - Harmonized marine environmental monitoring guidelines
 - Marine litter (including harmonized regional microplastics monitoring and assessment guidelines)
 - Data and information sharing mechanisms
 - Demonstration (recycling economy, sewage treatment through wetland services, PPP)

6. UNDP/GEF YSLME Project

- Yellow Sea Phase I Project
Describe the goal, objectives, outputs, organizational structure, and reports delivered.
- Yellow Sea Phase II Project
Describe the goal, objectives, outputs, organization structure, and project documents, workplan, inception report, AWP 2017-2019, and M&E plan, etc.

7. Yellow Sea Partnership

Describe the development, objective and strategy to engage the partner to implement the YSLME SAP through YSP. Highlight areas of collaboration; Indicate the previous partners, and attach the reports of partners if applicable. Sample MOUs will be attached for reference by potential partners.

8. Documents and resources

- Agreements, Declaration, Strategy: This section will introduce the contents and list key documents, including TDA, SAP, Public Awareness and Communication Strategy, etc.
- Meeting Documents: This section will list all the meeting documents of the Regional Steering Committee, NMSP, RWGs, Phase I and Phase II;
- Technical Reports: List technical and synthesis reports produced during the 1st and 2st phases.
- YSLME Newsletter: State the purposes of the newsletter, audience, List current and past issues. Add links to get access to the e-version.
- Workshop proceedings and presentations: List the workshops types and presenters
- Training toolkit: Introduce the training program and list the training materials developed by the project.

9. Work with US

- Small Grants programme: Describe the program objectives, intended results, previous calls for proposal, grantees and project areas, and achievements, and reports if available.
- Internship (Program introduction, Current openings)
Introduce the program and announce vacancies if available. Attached introduction, news reports, and intern stories, etc.
- Opportunity (procurement, consultancy): List the vacancies for consultancy, subcontract announcement.

10. About PMO

- Secretariat staff, including staff profile, contact, interns profile, etc.
- Contact us (logistic information & POC)

Communication and promotional

1. **Upcoming Events**, list in chronically order the events to be held, proceedings of previous events, presentations if possible, and documents of forthcoming events through weblink.
2. **Clearing house**, a link that can lead readers to a separate page describing the available resources in the CL, how to retrieve them through search function.
3. **SNS update as logo** (facebook, wechat, twitter..etc). facebook, wechat and twitter will be developed for readers to access under different environment.

II Functional Requirements

Clearing House

- **Upload new materials.** The clearing house should allow authenticated users to upload new materials to the house with minimal effort and input from the user. Project users will be prompted to supply a title, file and link (for materials not stored in the C-House). The system will attempt to infer metadata about the uploaded material, and provide the user with an opportunity to validate and enhance material metadata.
- **Maintain existing materials.** Project users should be able to update and archive materials already in the clearing house. All revisions will be logged by the system. Whenever an item is revised, all users in the revision history of the item (i.e., the user who uploaded the item and all other users who previously revised the item) will be notified of the changes made.
- **Cross-linking.** Items in the clearing house will be cross-linked to other relevant content items across the entire system.
- **Exposed metadata.** To a reasonable extent, the content management system will expose all relevant metadata to widely used schemas, such as Dublin Core, RDFa, and OpenGraph. This will facilitate discoverability and allow other systems to properly interpret the contents of the clearing house.
- **Full-text search.** For items whose digital files are stored within the content management system, the clearing house will allow full-text searching to facilitate information recall.

Helpdesk / online training modules

- **Start and engage in discussions.** The system will allow authenticated users to start online training or respond to an existing training or discussion.
- **Subscribe.** Users may follow the development of discussions even without explicitly engaging in the conversation.
- **Ask questions.** Questions are special types of discussions that can be specifically directed towards one or more users or groups. While other users may respond to the question, a special notification will be sent to users or groups assigned to answer questions.

Search

- **Full-text search.** The system will provide fast full-text search, both site-wide and within specific components. The site-wide search facility will search through all available content within the system, while local component search will only search through content within a particular section.
- **Faceted searching and browsing.** Users may narrow their search results by filtering through one or more facets. At the very least, search results may be filtered by content type, date, geographical location, project, or subject. Other facets may be used, depending on the content inventory and the resulting taxonomy.
- **Relevance ranking.** The search facility will provide options for fine-tuning results ranking, such as ranking newer content or title matches higher.

Component integration

- **Seamless integration.** All components will be seamlessly integrated into a single system. While it would be possible to view the components separately, the system will be designed such that users will be able to move more freely across the system. To a reasonable extent, usage patterns will be similar across the system, as will the taxonomies and architecture.
- **Content streams.** Content will be presented as continuous streams, with more recent items listed first. Whenever possible, content listings will not be paginated, but will load continuously on demand.
- **Pluggable architecture for information exchange.** The system will interpret and expose data in formats and protocols that will be usable to other systems such as IW-Learn and other knowledge networks. This will initially be through XML, JSON or RSS feeds, but may be expanded in the future depending on the

particulars of the exchange. System administrators will need to collaborate closely with their counterparts in other projects to establish information exchange.

Delivery requirements and Comparative Data Table:

UNOPS Requirements		Is quotation compliant? Bidder to complete	Details Bidder to complete
Delivery time	<ul style="list-style-type: none"> Website: before 30 June, 2018 Legal clearing house and data library: before September 30, 2018 	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Insert details
UNOPS Contact Person	<p>Mr. Minsoo Kim Operations Associate MinsooK@unops.org UNDP/GEF YSLME Phase II Project Management Office United Nations Office for Project Services, Europe and Central Asia Region (ECR)</p> <p>5th floor, G-Tower, 175 Art center-daero, Yeonsu-gu, Incheon 22004, Republic of Korea Tel: 82 (0)70 4161 2244</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details
UNOPS Right to vary requirements	At the time the Contract is awarded, UNOPS reserves the right to vary the quantity of the goods and associated services specified above, provided this does not exceed +/- 20%, without any change in the unit prices or other terms and conditions of the RFQ.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Insert details