Guidance for the OSPAR Electronic MPA nomination process

The process for electronically nominating new OSPAR MPAs within the jurisdiction of a Contracting Party comprises the following steps:

1. Contracting Parties submit the electronic proforma by email to both database co-administrators, France ([admin@maia-network.org](mailto:admin@maia-network.org)) and Germany ([janos.hennicke@bfn.de](mailto:janos.hennicke@bfn.de)), copying their submission to the OSPAR Secretariat ([data@ospar.org](mailto:data@ospar.org)). The nomination proforma consists of the following files:
   * + - GIS shapefiles, which need to contain the site geometry in WGS 84 projection and a set of mandatory standard attributes[[1]](#footnote-1). A template can be downloaded from the OSPAR Website (<http://www.ospar.org/work-areas/bdc/marine-protected-areas> under “Reporting of MPAs”) or the restricted area of the OSPAR MPA database ([www.mpa.ospar.org](http://www.mpa.ospar.org)). Please contact [admin@maia-network.org](mailto:admin@maia-network.org), if you have any problems with access/log in;
       - an Excel file and the associated .csv file, which need to contain the remaining set of mandatory information. A template can be downloaded from the OSPAR Website (<http://www.ospar.org/work-areas/bdc/marine-protected-areas> under “Reporting of MPAs”)
2. The database co-administrators will check the geometry of the shapefiles and if all mandatory information is provided. If necessary, CPs will be asked for corrections, amendments, etc. Once all mandatory information is complete and correct, co-administrators will confirm the receipt of the submission and ensure its safe storage.
3. The database co-administrators will then upload all information contained in the nomination proforma to the online OSPAR MPA database and request the submitting Contracting Party to check the uploaded information in the database. At this stage, the new MPA appears on the web site with the status “proposed”
4. The submitting Contracting Party has to check the newly uploaded information in the online OSPAR MPA database and send their formal approval of the nominated MPA(s) to the database co-administrators, copied to the OSPAR Secretariat. The MPA status will then be changed to “designated”.

In addition to the nomination protocol described above, Contracting Parties are strongly encouraged to complete also the non-mandatory MPA data, i.e. to fill in the additional entry fields in the OSPAR MPA database. Furthermore, please note that it remains the responsibility of each Contracting Party to ensure their data in the OSPAR MPA Database are correct.

NB: The steps described above do not apply to any MPA that is the collective responsibility of all Contracting Parties. In such cases, the OSPAR Commission is responsible for data validation and final approval.

**Mandatory data of the OSPAR electronic nomination proforma**

1. Mandatory attributes in the GIS shapefile (~.shp):

| **Attribute short name (max 10 characters)** | **Attribute**  **Long name** | **Data type** | **Length/ precision/ response** | **Description** |
| --- | --- | --- | --- | --- |
|  | **General information** | | | |
| WDPAID | WDPAID | Integer |  |  |
| WDPA\_PID | WDPAPID | Integer |  |  |
| NAME | Name of MPA | Text |  | Official name of the OSPAR MPA (without accents or special characters) |
| ORIG\_NAME | Original name of MPA | Text |  | Original name of the OSPAR (including accents and/or special characters) |
| COUNTRY | Country | Text | ISO country code (ISO 3166-2) (4 letters max) | Contracting Party submitting the new MPA for MPA within waters under national jurisdiction or “Areas beyond national jurisdiction” (ABNJ) |
| DESIG | Designation in national language | Text | Marine protected area (OSPAR) | For example “Zone marine protégée (OSPAR)” |
| DESIG\_ENG | Designation in English | Text | Marine protected area (OSPAR) | Marine protected area (OSPAR) |
| DESIG\_TYPE | Designation type | Text | International | International |
| IUCN\_CAT | IUCN category | Text | Ia, Ib, II, III, IV, V, VI | According to IUCN protected areas categories system:  **Ia** Strict nature reserve: Strictly protected for biodiversity and also possibly geological/ geomorphological features, where human visitation, use and impacts are controlled and limited to ensure protection of the conservation values  **Ib** Wilderness area: Usually large unmodified or slightly modified areas, retaining their natural character and influence, without permanent or significant human habitation, protected and managed to preserve their natural condition  **II** National park: Large natural or near-natural areas protecting large-scale ecological processes with characteristic species and ecosystems, which also have environmentally and culturally compatible spiritual, scientific, educational, recreational and visitor opportunities  **III** Natural monument or feature: Areas set aside to protect a specific natural monument, which can be a landform, sea mount, marine cavern, geological feature such as a cave, or a living feature such as an ancient grove  **IV** Habitat/species management area: Areas to protect particular species or habitats, where management reflects this priority. Many will need regular, active interventions to meet the needs of particular species or habitats, but this is not a requirement of the category  **V** Protected landscape or seascape: Where the interaction of people and nature over time has produced a distinct character with significant ecological, biological, cultural and scenic value: and where safeguarding the integrity of this interaction is vital to protecting and sustaining the area and its associated nature conservation and other values  **VI** Protected areas with sustainable use of natural resources: Areas which conserve ecosystems, together with associated cultural values and traditional natural resource management systems. Generally large, mainly in a natural condition, with a proportion under sustainable natural resource management and where low-level non-industrial natural resource use compatible with nature conservation is seen as one of the main aims  For details please refer to: https://cmsdata.iucn.org/downloads/iucn\_categoriesmpa\_eng.pdf |
| MARINE | MARINE | Integer | 1 | 1 (= MARINE protected area) |
| REP\_M\_AREA | Reported marine area | Numeric |  | The marine surface area in km² (two decimals max) within the OSPAR Maritime Area reported in the official documents creating the MPA (decree, order, etc.) and are generally calculated in the official projection of the country (e.g. in France the projection used for mainland MPAs is RGF93/Lambert 93) |
| REP\_AREA | Reported total area | Numeric |  | The total surface area in km² (two decimals max) indicated in the official documents “creating” the MPA (decree, order, etc.), including any area outside the OSPAR Maritime Area. The area is generally calculated in the official projection of the country (e.g. in France the projection used for mainland MPAs is RGF93/Lambert 93) |
| STATUS | Status | Text | Designated or proposed | e.g. proposed |
| STATUS\_YR | Status Year | Integer | YYYY | Year of submission.  NB: MPAs proposed from 1 October to 31 December are submitted for the following calendar year. |

2. Mandatory information in the Excel file:

| **Attribute** | **Data type** | **Length/ precision/response** | **Description** |
| --- | --- | --- | --- |
| Contracting Party | Text | Text | Select your country in the dropdown list |
| Date | numeric | DD/MM/YYYY | Date of creation of the file |
| OSPAR Region | Text | List of possible answers | Select one or more regions:  Region I  Region II  Region III  Region IV  Region V |
| Contact | Text |  | Email address of the contact point |
| WDPAID | Integer |  |  |
| Management authority name | Text |  | Organisation responsible for the management of the MPA |
| OSPAR conservation objectives/aims | Text | List of possible answers | Select the objective(s):  • protect, conserve and restore species, habitats and ecological processes which are adversely affected as a result of human activities;  • prevent degradation of and damage to species, habitats and ecological processes, following the precautionary principle;  • protect and conserve areas that best represent the range of species, habitats and ecological processes in the OSPAR maritime area. |
| Site conservation objectives/aims | Text | List of possible answers | Select one or several specific objectives of the MPA:   * To maintain, conserve and restore biodiversity, natural heritage of habitats, species and landscapes under protection status * To maintain, conserve and restore biodiversity, natural heritage of habitats, species and landscapes out of protection status * To maintain key ecological functions (spawning areas, nursery, feeding zones, rest areas, productivity areas, etc.) * To protect, preserve and restore cultural heritage * To promote sustainable management / development of socio-economic activities * To manage natural resources exploitation * To improve governance on the MPA territory * To improve water quality * To educate in environmental issues and improve public awareness * To foster scientific research * To create socio-economic added value * Other (specify) |
| **Marine species and habitats** | | | |
| Inventory of marine species with protection status | Text | Dropdown lists of possible answers | For each species, please select the type of the list under which it is listed (OSPAR/ N2000/ Other), class (e.g. Aves, Reptilia, etc.), and scientific name.  Then select:  • if the MPA was designed to protect it (yes/ no/ not available)  • if it is present (yes/ no/ not available)  If you cannot find the species justifying the site designation in the existing list, please select the class “not listed” and add a comment in the box “characteristics of the area”. |
| Inventory of marine habitats with protection status | Text | Dropdown lists of possible answers | For each habitat, please select the type of the list under which the habitat is listed (OSPAR, N2000, EUNIS, Other), and the habitat.  Then select:  • if the MPA was designed to protect it (yes/ no/ not available)  • if it is present (yes/ no/ not available)  If you cannot find the habitat justifying the site designation in the existing list, please select the type “Other” then the habitat “not listed” and add a comment in the box “characteristics of the area” |
| **Management information** (Guidance available from: <http://www.ospar.org/work-areas/bdc/marine-protected-areas> under “Reporting of MPAs”) | | | |
| Is the MPA management documented? | Text | Yes/Partial/No/not available | No: MPA has no associated management documentation that is in use or publicly available  Partial: MPA has associated management documentation that is in use and publicly available. This must include:   * Conservation objectives for the protected features of the site, and * Information on known threats and pressures to achieving those conservation objectives.   Yes: MPA has management documentation that is in use, publicly available. This must include:   * Conservation objectives for the protected features of the site * Information on known threats and pressuresto achieving those conservation objectives * Actions and measures have been identified to address known threats and pressures * Spatial information on the location/distribution of protected habitats and species features within the site, which is available to site management organisations. |
| Are the measures to achieve the conservation objectives being implemented? | Text | Yes/Partial/No/not available | No: No required measures are being implemented  Partial: Some of the required measures are implemented or are in the process of being implemented  Yes: All required measures are implemented. |
| Is monitoring in place to assess if measures are working? | Text | Yes/Partial/No/not available | No: No monitoring is in place for the MPA  Partial: Some monitoring is being implemented or it is in the process of being implemented  Yes: All monitoring that is required at the site is implemented |
| Is the MPA moving towards or has reached its conservation objectives? | Text | Yes/Partial/No/Unknown | No: No indication of improvement in the condition of protected features. Some protected features may be declining in condition.  Partial: Some protected features are improving in condition, or have reached their conservation objectives. Other protected features are static, and/or declining in condition, or their condition is unknown.  Yes: All protected features are improving in condition and some protected features may have met their conservation objectives.  OR  All protected features have reached their conservation objectives.  Unknown: Data are not available to make any judgement of degree to which the protected features of the MPA are moving towards their conservation objectives. |
| **Regulation** | | | |
| Does the site have any other national or international legal status? | Text | List of possible answers  (check box) | * List of international possible legal status (Birds directive or habitats directive or Ramsar site or world heritage site or UNESCO man and biosphere Reserve, other (to specify), not available, none) * List of national legal status (National Park, Nature reserve, protected seascape, other (to specify), not available, none)   WDPAID of the underlying MPA |
| **OSPAR criteria for designation** | | | |
| Ecological significance | Text | List of possible answers  (check box) | Indicate whether the area has:  • a high proportion of a biogeographic population of a migratory species;  • important feeding, breeding, moulting, wintering or resting areas;  • important nursery, juvenile, or spawning areas;  • a high natural biological productivity of the species or features being represented. |
| Level of biological diversity | Text | Very high-outstanding/High/medium/Low-not significant | Indicate whether the area has a naturally high variety of species in comparison to similar habitat features elsewhere, or includes highly varied habitats or communities in comparison to similar habitat complexes elsewhere. |
| Level of representativity | Text | Very high-outstanding/High/medium/Low-not significant | Indicate whether the area contains a number of habitat/biotope types, habitat complexes, species, ecological processes or other natural characteristics that are typical and representative for the OSPAR-Area as a whole or for its different biogeographic units. |
| Level of sensitivity | Text | Very high-outstanding/High/medium/Low-not significant | Indicate whether the area contains a high proportion of very sensitive or sensitive habitats or species. |
| Level of naturalness | Text | Very high-outstanding/High/medium/Low-not significant | Indicate if the area has a high degree of naturalness and species and biotopes are still in a very natural state as a result of the lack of human-induced disturbance or degradation. |
| Potential for restoration | Text | Very high-outstanding/High/medium/Low-not significant | Indicate whether the area has a high potential to return to a more natural state under appropriate management. |
| Degree of MPA acceptance by stakeholders | Text | Very high-outstanding/High/medium/Low-not significant | Indicate whether the establishment of the MPA has a comparatively high level of support from stakeholders and political acceptability. |
| Potential for success of management measures | Text | Very high-outstanding/High/medium/Low-not significant | Indicate whether there is a high probability that management measures and the ability to implement them such as legislation, relevant authorities, funding, and scientific knowledge will meet the aims for designation. |
| Potential future damage to the area by human activities | Text | Very high-outstanding/High/medium/Low-not significant | Indicate whether in or around the area damage by human activity may happen in the short term. |
| Scientific value | Text | Very high-outstanding/High/medium/Low-not significant | Indicate whether there is a high value for research and monitoring. |

1. Please note that all new MPA nominations will require WDPA ID / WDPA PIDs. These should be requested by the nominating Contracting Party directly from the WDPA team at UNEP-WCMC. Our point of contact is Brian MacSharry ([Brian.MacSharry@unep-wcmc.org](mailto:Brian.MacSharry@unep-wcmc.org)). OSPAR MPAs should have their unique WDPAID code as a separate designation to any other designation for the same area. This does not result in any double accounting in the WDPA system. [↑](#footnote-ref-1)