



MSP-OR

Advancing Maritime
Spatial Planning
in Outermost Regions

D.2.2 PLATFORM MANUAL

February 2023

Grant Agreement number:
101035822 — MSP-OR — EMFF-MSP-2020

www.msp-or.eu

Coordinated by



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Document information	
Project acronym	MSP-OR
Project name	Advancing Maritime Spatial Planning in Outermost Regions
Grant Agreement number	101035822 — MSP-OR — EMFF-MSP-2020
Start of the project	September 2021
Duration	36 months

WP number and name	WP2 - MSP-OR Ocean Governance Platform
Task number and name	Task 2.1. Set the rules, structure, and use of the platform
Deliverable name	D.2.2 Platform Manual
Due date of milestone (according to GA)	March 2022 (according to the Inception Report)
Actual submission date	April 2022 (1 st version) November 2022 (2 nd version) February 2023 (Final version)
Dissemination level	Public

Partner(s) responsible	Fundo Regional para a Ciência e Tecnologia (FRCT)/University of the Azores (UAc)
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Document progress			
Version	Status	Date	Authors
1	1 st Draft version	21.03.2022	Helena Calado and Débora Gutierrez (UAc)
1	Revision	25.03.2022	Marta Vergílio and Natali Santos (FRCT)
2	2 nd Draft version	28.03.2022	Helena Calado and Débora Gutierrez (UAc)
2	Revision	28.03.2022	Marta Vergílio and Natali Santos (FRCT)
2	Comments and suggestions	08.04.2022	Bérénice Lequesne (Shom), Natacha Nogueira (SRMar-DRM), Ricardo Haroun (ULPGC), Cristina Cervera Nuñez (IEO(CSIC)), Vanda Dorez (DGPM) and Aida Silva (SRMP-DRAM)
3	1 st Version (live report)	25.04.2022	Helena Calado and Débora Gutierrez (UAc)
4	2 nd Version (live report)	28.10.2022	Débora Gutierrez (UAc) and Helena Calado
4	Revision	15.11.2022	Natali Santos and Neuza Vertentes (FRCT)
4	Comments and suggestions	27.01.2023	Víctor Cordero-Penín, Aurora Victoria Mesa Fraile, Gara Trapero Hernandez
5	Final version	31.01.2023	Débora Gutierrez (UAc) and Helena Calado

Acknowledgements:

This document was produced for the MSP-OR project, which has received funding from the European Maritime and Fisheries Fund of the European Union under the Grant Agreement number: 101035822 — MSP-OR — EMFF-MSP-2020.

Disclaimer:

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Citation:

Calado H., Gutierrez D., Dorés V., Haroun R., Lequesne B., Nogueira N., Nuñez C. C., Santos N., Silva A., Vergílio M.; Cordero-Penin, V., Fraile, A.; Hernandez, G., Vertentes, N. 2022. Platform Manual. MSP-OR project, European Climate, Infrastructure and Environment Executive Agency, Grant Agreement no. GA 101035822 — MSP-OR — EMFF-MSP-2020. Deliverable 2.2 – Platform Manual.

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ABBREVIATIONS AND ACRONYMS

Cerema	Centre d'études et d'expertise sur les risques, l'environnement, la mobilité et l'aménagement
D	Deliverable
DK	Data Knowledge
EBA	Ecosystem-Based Approach
EMFF	European Maritime and Fisheries Fund
eMSP NBSR	Emerging ecosystem-based Maritime Spatial Planning topics in North and Baltic Sea Regions
EU	European Union
FG	Filling Gaps
FRCT	Fundo Regional para a Ciência e Tecnologia
GA	Grant Agreement
Gov	Governmental agencies
M	Month
MarSP	Macaronesian Maritime Spatial Planning
ME	Monitoring and Evaluation
MS	Milestone
MSP	Maritime Spatial Planning
MSP-OR	Advancing Maritime Spatial Planning in Outermost Regions
MT	Meeting
MTERD-DGCM	Ministerio para la Transición Ecológica y el Reto Demográfico – Dirección General de la Costa y el Mar
OR	Outermost Region
Shom	French Hydrographic and Oceanographic Office
SRMar-DRM	Secretaria Regional de Mar e Pescas – Direção Regional do Mar
SRMP-DRPM	Secretaria Regional do Mar e das Pescas – Direção Regional de Políticas Marítimas
UAç	University of the Azores
ULPGC	Universidad de Las Palmas de Gran Canaria
UNESCO-IOC	Intergovernmental Oceanographic Commission of UNESCO
WG	Working Group
WP	Work Package

INTRODUCTION

The MSP-OR project – Advancing Maritime Spatial Planning in Outermost Regions (ORs) (GA n° 101035822 — MSP-OR — EMFF-MSP-2020) intends to support Maritime Spatial Planning (MSP) competent authorities in Portugal (Azores and Madeira) and Spain (Canary Islands) on advancing the implementation of their MSP processes, launched with previous MarSP project (Macaronesia Maritime Spatial Planning); and in France (French Guiana) advancing with knowledge, providing grounds to launching and adopting the principles of MSP.

Particularly within the MarSP project, an entire work package gathered and generated useful information to promote cross-border cooperation within MSP processes. This previous work culminated in designing a Pilot Programme (García-Onetti et al., 2019), which proposed a series of strategic goals and lines of action to promote the coherence of both marine governance and MSP processes across the Macaronesian borders. Now, the MSP-OR can keep contributing not just in Macaronesia but to expand this cooperation to the rest of European ORs, particularly French Guiana.

Often, the main challenge is not the technically sound formulation and adoption of (cross-border) policies and programs but to implementation of them in practice (Osen, 1993). In this sense, Work Package 2 (WP2 - MSP-OR Ocean Governance Platform) will create a common arena (platform) for discussion and sharing on MSP and ocean governance. The platform will be an umbrella to support the topics addressed by the different WP activities, monitoring the main project needs, barriers, and enablers. In addition, it will provide the guiding lines on capacity-building development, and, most importantly, it will continuously monitor the outcomes of the following WPs, to integrate them and turn them into inputs of the platform.

Communication between countries is fundamental to developing trans-disciplinary MSP (UNESCO-IOC, 2021). Platforms are widely used to safeguard the exchange between stakeholders and ensure the recording and continuity of ocean governance activities across scales (Rudolph, 2020). Furthermore, platforms can gather data and facilitate solutions for future decisions (UNESCO-IOC, 2021; Rudolph, 2020). In this way, it is possible to create a set of information that assists the region's sustainable development, facilitating the implementation and monitoring of the MSP (Pınarbaşı, 2017).

This document corresponds to Deliverable D.2.2 – Platform Manual, under WP2 and Task 2.1, “*Set the rules, structure, and use of the platform*”. The “Platform Manual” (D.2.2) jointly develops a set of rules aiming to guide partners and the Outermost Regions they represent through a smooth, trusty process towards an integrated ocean governance system that supports their MSP. This deliverable includes previous work of the University of the Azores (UAc) team and the results from the Virtual Workshop (MS5) content. In addition, the structure for the online platform was proposed to the consortium and, after validation, was included in this deliverable.



PLATFORM OBJECTIVES

The objective of the MSP-OR Ocean Governance Platform is to be a trustful arena:

- ≈ for discussion,
- ≈ for knowledge generation/sharing,
- ≈ and for capacity building,

on ocean governance in the context of MSP ecosystem-based for the EU ORs (Azores and Madeira – Portugal, Canary Islands – Spain and French Guiana – France).

The platform is organised in thematic Working Groups (WGs) to facilitate collective work and development and monitor the outcomes of the MSP-OR WPs. The objective is to promote a progressive discussion on ocean governance in ORs, addressing content developed and shared by MSP-OR partners.

However, the platform also aims to be a perennial virtual space where ORs can consult and store data, facilitating the interaction amongst these regions to frame the process of ocean governance even after the lifetime of the MSP – OR project.

FOCAL POINTS

Under Sub-Task 2.2.2 - “Evaluating and adjusting”, a focal point for each MSP-OR region was identified (ORs’ focal points). Focal points will be responsible for helping to run and promote discussions inside each WG and the platform’s contents. The focal point’s purpose is to support the WPs, playing the role of communicator and organiser between the coordination and the WGs. To this end, a set of criteria to evaluate the platform in three main areas (content, users’ interface, and actions) will be developed and used in MT.2.2.2 during the Meeting to evaluate the platform. Once the platform is launched, ORs’ focal points help evaluate the platform process and the forum’s outcomes every four months and identify adjustments when needed.

The focal points will be representatives per region and per Working Group to support all platform activities. They will circulate among the central room and WG, bringing the demands and discussions to the same page; for example, they can communicate in the WG what has been discussed by e-mail or a note in the dashboard. In addition, they will follow up on the incomes and outcomes from the platform and validate the MSP-OR deliverables and documents produced by other WGs.

FOCAL POINTS PER REGION

- ≈ Azores: SRMP-DRPM
- ≈ Madeira: SRMar-DRM
- ≈ Canarias: MTERD-DGCM
- ≈ French Guiana: Cerema

The focal points will have to develop and update a stakeholder database list per region to be contacted during the MSP-OR activities. The Macaronesia regions can benefit from the previous Macaronesia Maritime Spatial Planning (MarSP) project and update the information.

FOCAL POINTS PER WORKING GROUP

- ≈ Data Knowledge: ULPGC
- ≈ Filling the Gaps: MTERD-DGCM
- ≈ Ecosystems-based management: Cerema
- ≈ Monitoring and Evaluation: SRMP-DRPM
- ≈ Governmental Agencies: SRMar-DRM

The Working Groups’ focal points, aligned with Shom, will be challenged to communicate with the MSP-OR sister project “Emerging ecosystem-based Maritime Spatial Planning topics in North and Baltic Seas region” (eMSP NBSR) for their learning strands discussions and/or to debate specific issues.

The focal points of each Working Groups, aligned with FRCT and UAc support, will have the challenge of communicating with the European project “Improved Science-Based Maritime Spatial Planning to

Safeguard and Restore Biodiversity in a coherent European MPA network” (MSP4Bio) for their learning strands discussions and/or to debate specific issues.

This communication and similar understanding are also foreseen to other Projects with similar focus or of interest to MSP.

PLATFORM STRUCTURE AND CHARACTERS

The platform will have an easy/friendly user design with some specific characters to help users find their way within the platform.

The platform needs to be a dynamic space, with separated rooms (nine) with different purposes and specific rules but communicating amongst them. To be more visual/graphic to describe, the platform is here compared to a House: “The ORs Ocean Governance Hub” (**Figure 1**). The main structure will be described in the sections below.

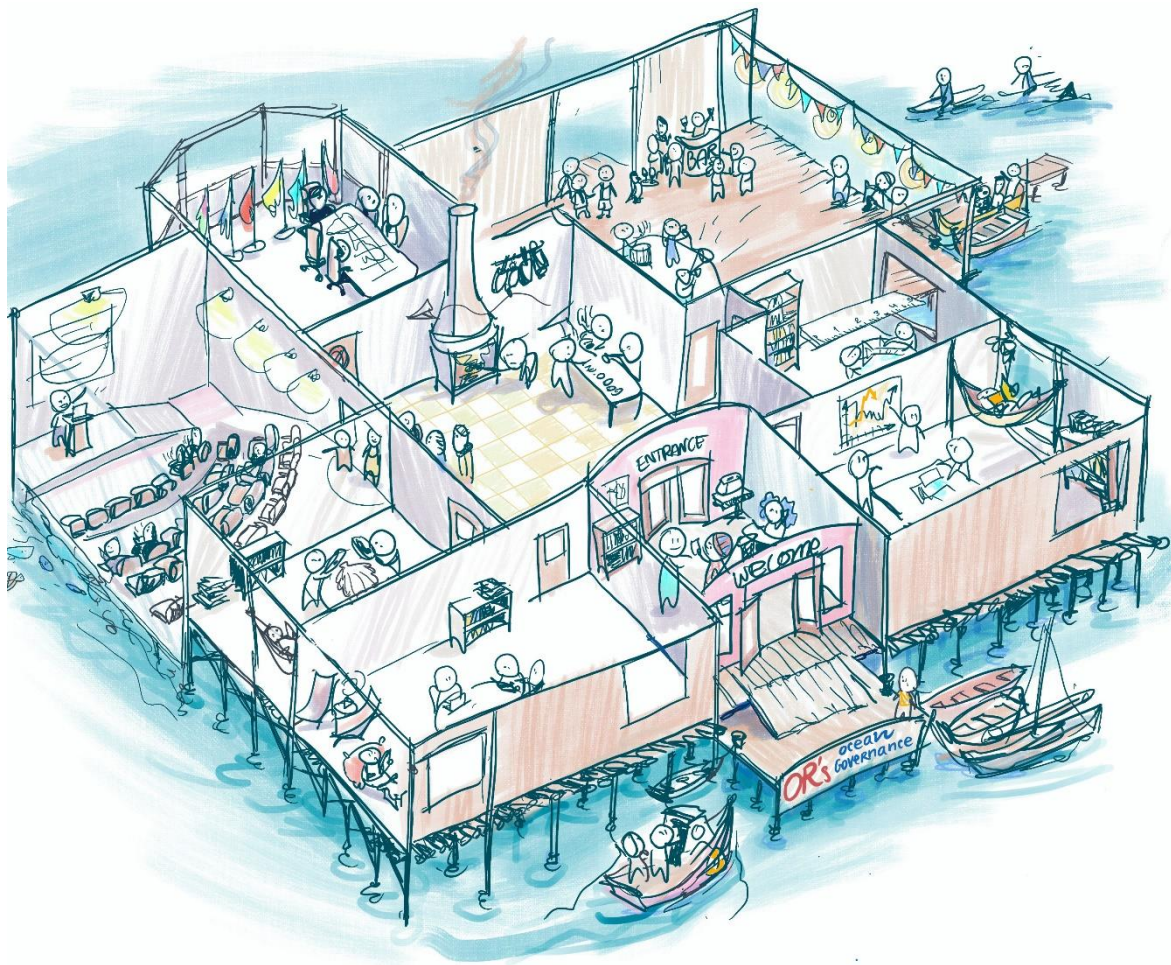


Figure 1. Representation of the rationale for the platform structure: the “ORs Ocean Governance Hub” House (images by Ruth Coelho)

The platform is available at the link <https://platform.msp-or.eu> and in the following QR code:



The main entrance to the platform is through the access page (**Figure 2**). The front page had a YouTube video tutorial to facilitate the platform's operation. On this page, it is possible to access as guests and create a profile. Once a profile is made, the next time to enter the platform, it is just necessary to login. At this level, it is also possible to select the preferable communication language: English, Portuguese, Spanish or French.

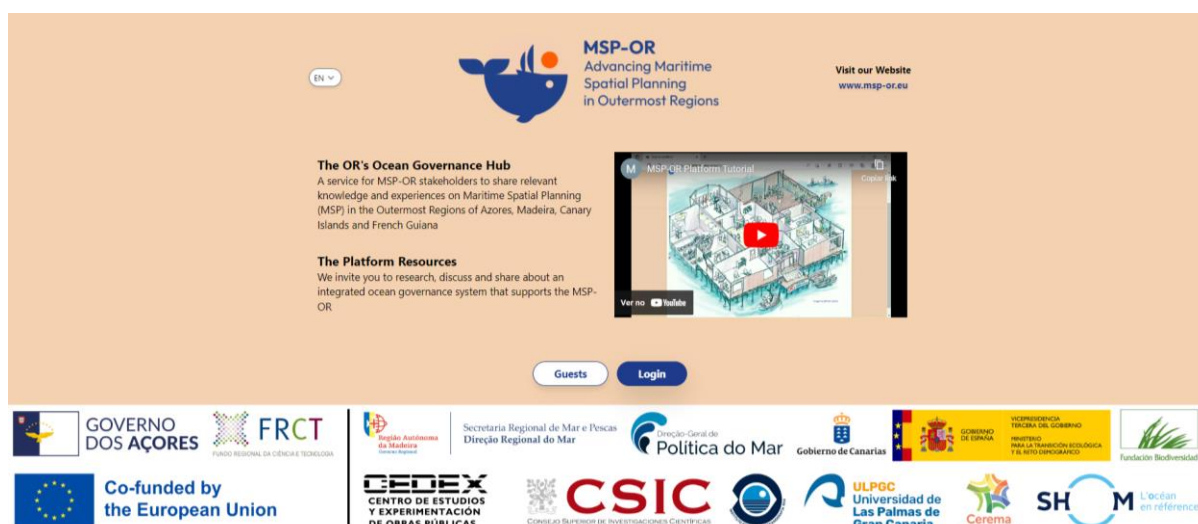
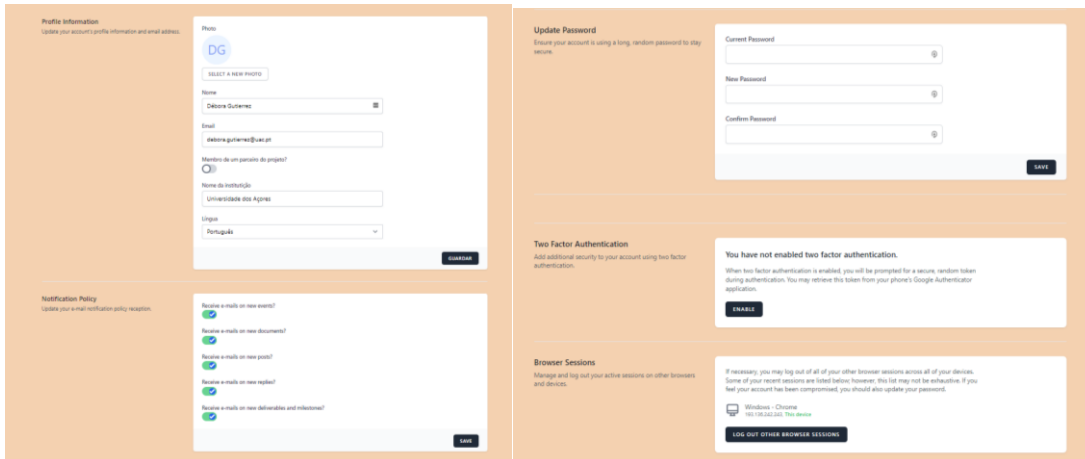


Figure 2. Representation of the platform “ORs Ocean Governance Hub” land page

On the profile page, it is possible to manage the personal account with the right upper click. For example, in the profile information, one can upload a photo, and personal details, set the language and notification settings/policy, change password, enable “two-factor authentication”, and manage browser sessions (**Figure 3**).



The screenshot displays a user profile management interface. It includes sections for:

- Profile Information:** Fields for name (Débora Guterres), email (debora.guterres@uaei.pt), institution (Universidade dos Açores), and location (Portugal).
- Update Password:** Fields for current, new, and confirm passwords.
- Two Factor Authentication:** A section indicating that two-factor authentication is not currently enabled.
- Browser Sessions:** A section for managing active sessions across different devices.
- Notification Policy:** A section for managing email notifications for various events.

 Each section has a 'SAVE' button at the bottom right.

Figure 3. Representation of the "Profile" page

PLATFORM ROOMS

Five of the nine rooms are designed to support activities in Working Groups (WGs), namely: Data Knowledge (DK); Filling Gaps (FG); Ecosystems-Based Management (EBA); Monitoring and Evaluation (ME); and Governmental Agencies (Gov). The four remaining rooms are the Lobby room, the Centre room, the Theatre and the Ballroom. The Library is virtual and can be accessed from the WGs and Lobby room.

LOBBY ROOM

Objectives

The Lobby Room aims to welcome everyone interested in Outermost Regions and MSP governance in general and the MSP-OR project in particular. Located in the main entrance, this room will be the front desk reception, where anyone can post questions, comments, and suggestions by sending a message and entering the public library.

Description

The Lobby Room (**Figure 4**) will be the project's main entrance and be for public access.

In this room, at the front desk, five mailing boxes (**Figure 5**) are available to address specific questions to the WGs, and one extra mailing box is for general questions (Platform Administration). After posting/ mailing the questions, messages are redirected to the specific WG rooms or the Centre Room in case of the generic box. After the Lobby Room, visitors can access the main library and consult the public material available.

To identify the correct mailing box and deliver the message, a small questionnaire must be filled with personal details: name; contact; institution/affiliation; question, comment, or suggestion; to whom (WGs or General); region.

Rules

It is for public access, and those who enter the Lobby Room must fulfil the questionnaire with a box to confirm the consent form. The questionnaire will be available in English, Portuguese, Spanish and French. After entering the room, it will be possible to access the main library.

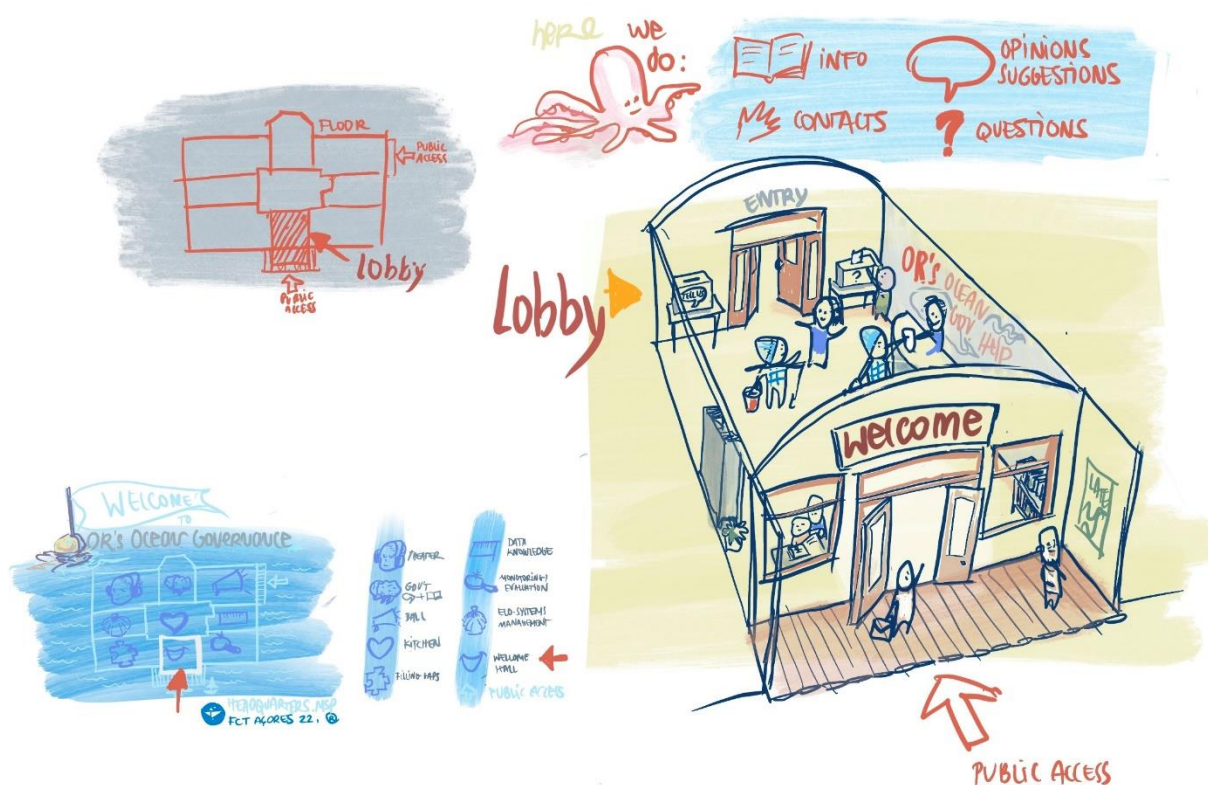


Figure 4. Representation of the rationale for the Lobby in the "OR's Ocean Governance Hub" House (images by Ruth Coelho)

Lobby

Leave a Message

Welcome home! Five mailing boxes are available to address specific questions/comments/suggestions to the MSP-OR Project Working Groups and one extra mailing box for general questions (Platform Administration). You will receive an email as soon as someone replies to your message.

Select a Room Select a Room

Message

Input your message

Cancel
Submit

Figure 5. Representation of the mailing boxes to address the questions in the lobby

LIBRARY

Objectives

The objective of the Library is to endorse repository and public documents related to MSP, as an informative space, with bibliographic material to support the general project. The Libraries can be organised following UNESCO's ten steps of MSP.

Description

The Library (**Figure 6**) is a virtual spot with access from the Lobby Room and an entrance from the WGs. Six specific “bookshelves” will support the work of the five WGs and host all relevant public documents in that particular theme. The five WGs shelves will be accessed exclusively by WG members, while the Public shelf of the Lobby Room will be freely accessible. These shelves (WGs and Public) will be informative and might contain online documents (links) to work in progress within the WG Teams. In addition, regular pop-ups will inform the addition of new material in the specific bookshelves, new results concluded, and other materials to be defined.

Rules

Only focal points and Coordination can upload new documents. The content of the central shelves will be of public access and will contain links to external sources and materials related to MSP. The WG shelves will be accessed from the WG rooms and are available only to the MSP-OR partners, Advisory Board and Coordination.

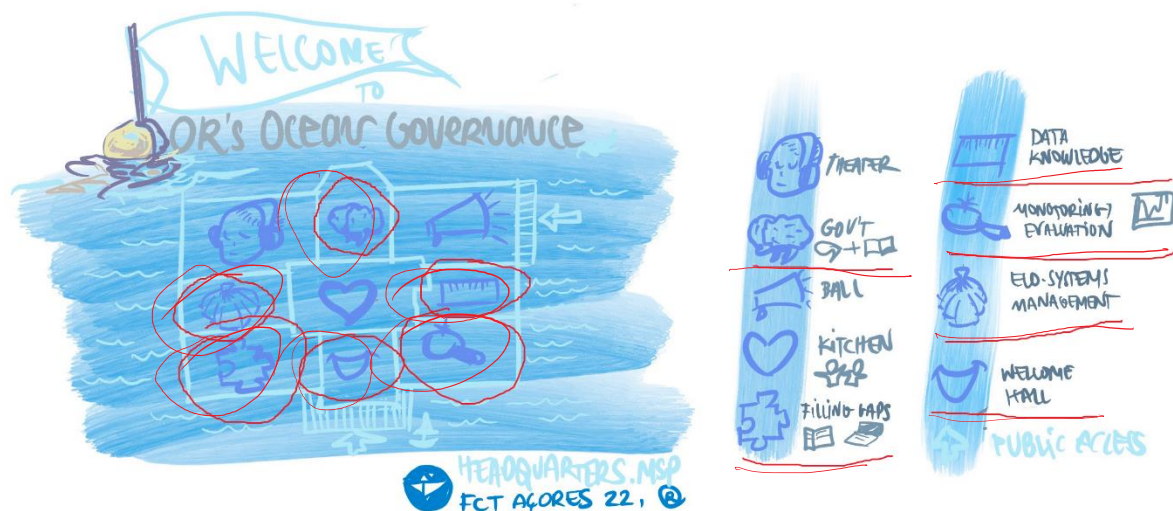


Figure 6. Representation of the rooms in the “ORs Ocean Governance Hub” House that contains one Library (in red) (images by Ruth Coelho)

WORKING GROUP ROOMS

Objectives

The WGs aim is to discuss topics related to MSP-OR Work Packages and partners' thematic requirements. The WG Rooms will be the participatory working space, running as a dynamic blog. It aims to facilitate the development of collaborative work amongst partners, Governmental agencies, stakeholders, and experts (invited by the MSP-OR project to participate).

Description

There will be five rooms for the respective WGs, namely: **Filling Gaps; Ecosystems-Based Management; Data Knowledge; Monitoring and Evaluation; and Governmental Agencies (Figure 7).**

Each WG room includes a **specific library (Team Shelf)**, a **working space (Blog)**, the **chill-out zone** and a **calendar** (common to all) (Figure 8).

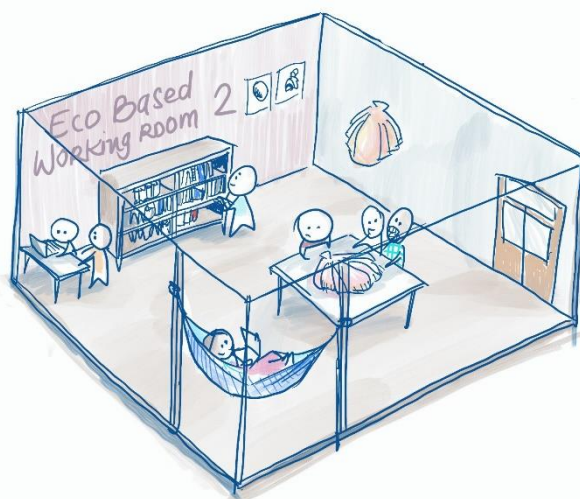
The **chill-out zone** allows access for those invited (e.g., stakeholders and experts) with a specific link created by WG's members whenever a stakeholder group or an expert must be consulted.

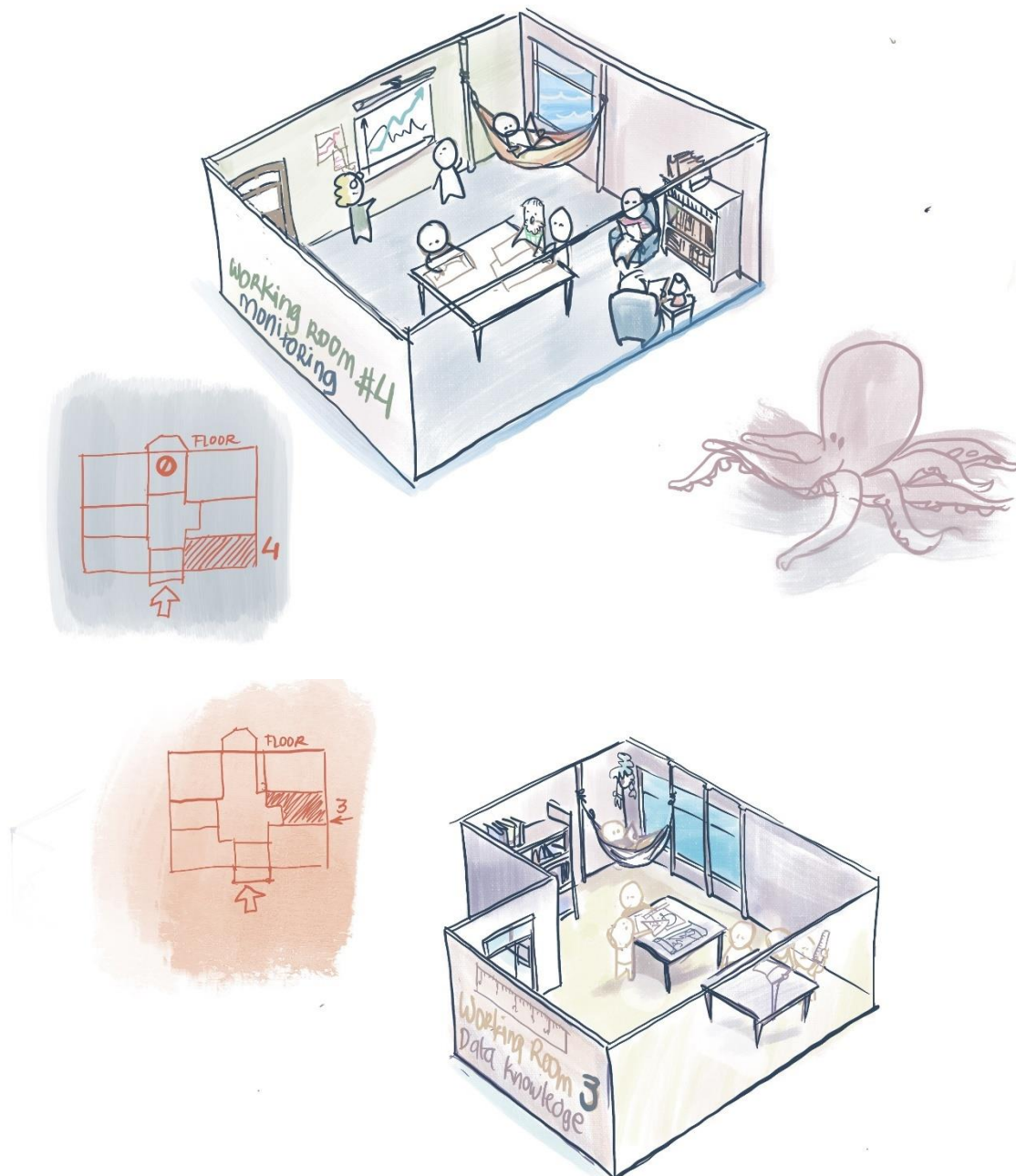
The **working space (Blog)** will be available only to the WG Team, the focal point, and the **specific library**. However, the **calendar** is common to all rooms, so all groups know the nearest commitments and deadlines.

The WG Gov is a private room for Governmental Agencies; only they will have access to it. This room has the objective of discussing institutional themes and exchange/cooperation. Therefore, they can have a specific entrance with credentials.

Rules

To enter a WG Room it is necessary to log in with personal credentials. External invited participants (stakeholders and experts) may access the **chill-out zone** through a specific link. All WGs focal points will be able to upload documents to the WG shelf and calendar. In addition, the WG Members will have access to the entire blog and discussions within the room. The WG Gov will be accessible only to Governmental institutions.





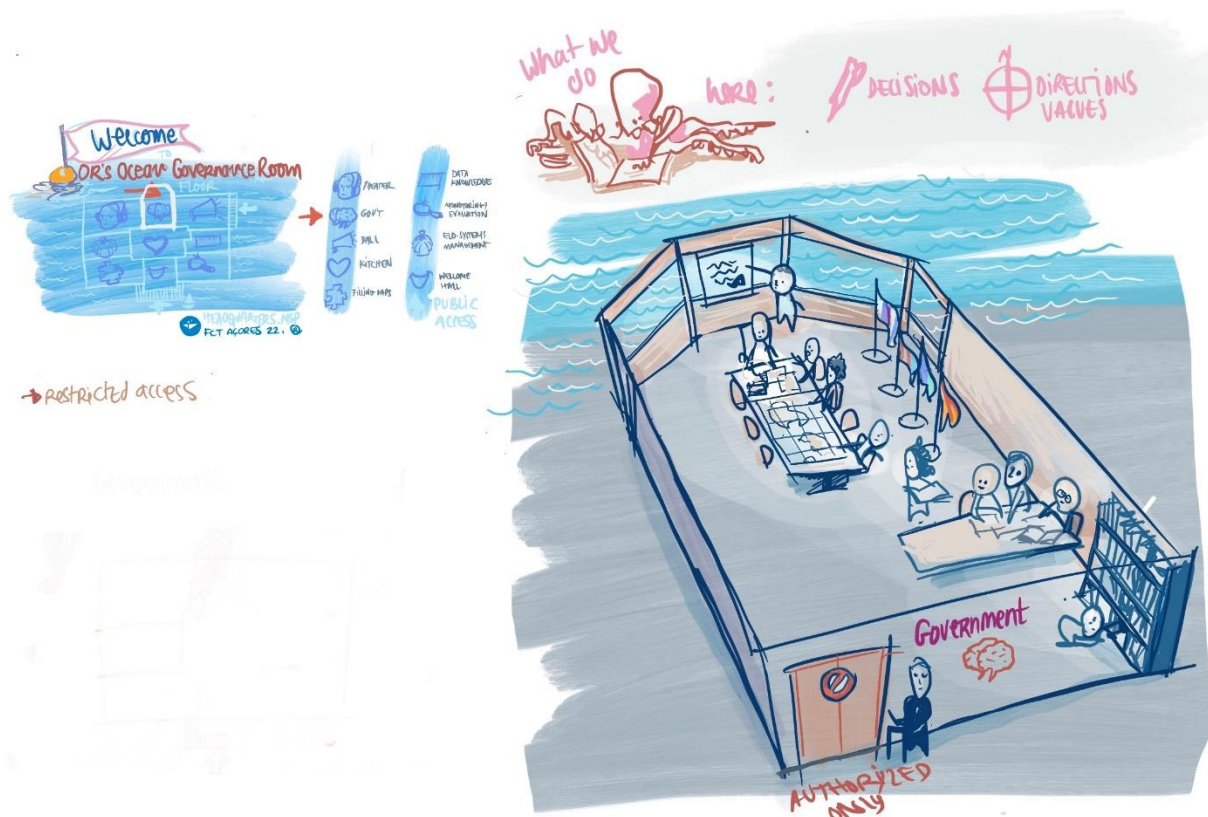


Figure 7. Representation of the rationale for the Working Groups in the “ORs Ocean Governance Hub” House (images by Ruth Coelho)

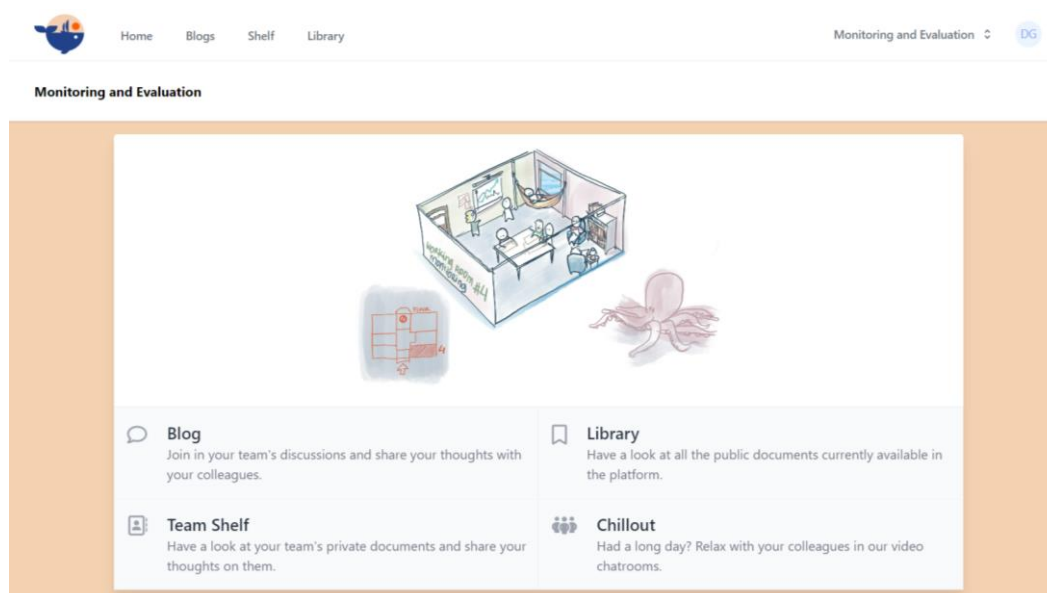


Figure 8. Representation of the inside Working Group “Monitoring and Evaluation” (images by Ruth Coelho)

THEATRE ROOM

Objectives

The objective of this room is to allow MSP-OR meetings to present the work developed from the WG, Steering committee regular forum, internal workshops, and training. Also, this room is at the core of all decisions of the project as this is the place where all exchanges about details of each WG are to be discussed.

Description

The Theatre Room (**Figure 9**) will be an arena to present regularly the work being developed by the WGs. It can be a bimonthly (or different period if needed) presentation, around five minutes for each WG and one minute to address the challenges encountered. After that, the consortium will have some time to discuss the topic from the month. The Theatre Room will be the main stage where the speakers present, but interactions by video/audio will also be possible.

Rules

The Theatre Room is a space for MSP-OR partners, experts invited, and eMSP NBSR Project members. The Central Room will do the invitation to the partners according to the calendar and topics. Decisions should be negotiated here and reached preferably by consensus with 2/3 of the members present. The Platform coordination provides facilitation.

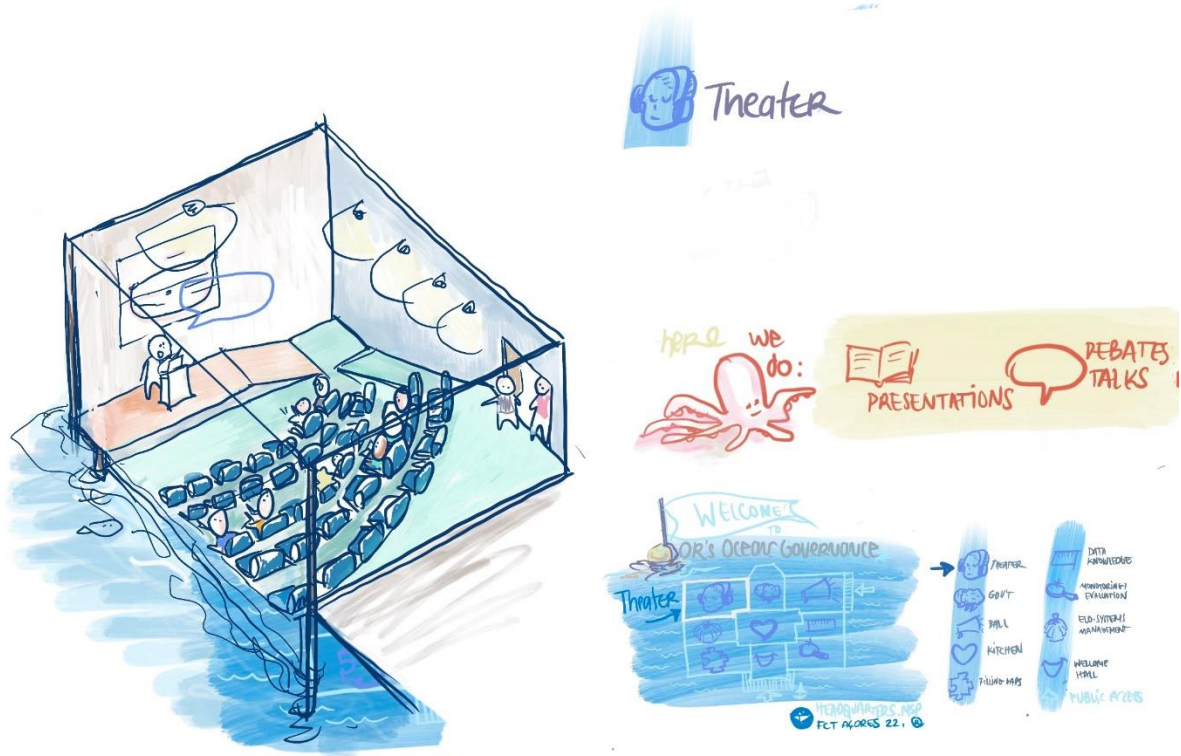


Figure 9. Representation of the rationale for the Theatre Room in the “ORs Ocean Governance Hub” House (images by Ruth Coelho)

BALL ROOM

Objectives

The objective of the Ball Room is to organise public sessions to inform, present or announce MSP-OR advances.

Description

The Ball Room (**Figure 10**) will be a public space with some open events for society to present public documents and/or results of the MSP-OR project. In this area, there will be **a stage** to deliver the results, and it will be possible to network among the participants (**chat**).

Rules

It is a public open space for all interested. The entrance of this room will be available whenever an event is announced, and it may require some personal info to subscribe to it. In addition, it will be possible to interact with other stakeholders on the chat.



Figure 10. Representation of the rationale for the Ball Room in the “ORs Ocean Governance Hub” House (images by Ruth Coelho)

CENTRAL ROOM

Objectives

The entire platform will be managed in the Central Room (Figure 11). The objective of this space is to move the wheel and maintain every WG up to the current situation of the MSP-OR project, mainly through the focal points. In addition, this central group will redirect any issues needed and highlight the enablers within the different regions.

Description

This will be the coordination room to manage the platform itself and the work of the groups to be developed in the WGs rooms (**Figure 12**). This group will come with monthly themes/actions to be discussed in all WGs; some priorities themes are addressed in Deliverable 2.1. In addition, the Advisory Board will have an individual desk (topic inside the blog) to validate and support specific WG outputs and MSP-OR deliverables.

Rules

This room is only accessible to MSP-OR Coordination (including the UAc Team), Advisory Board and focal points (per WGs). The focal points are responsible for informing and updating all WG members on the recent discussions and eventual decisions from the central room.

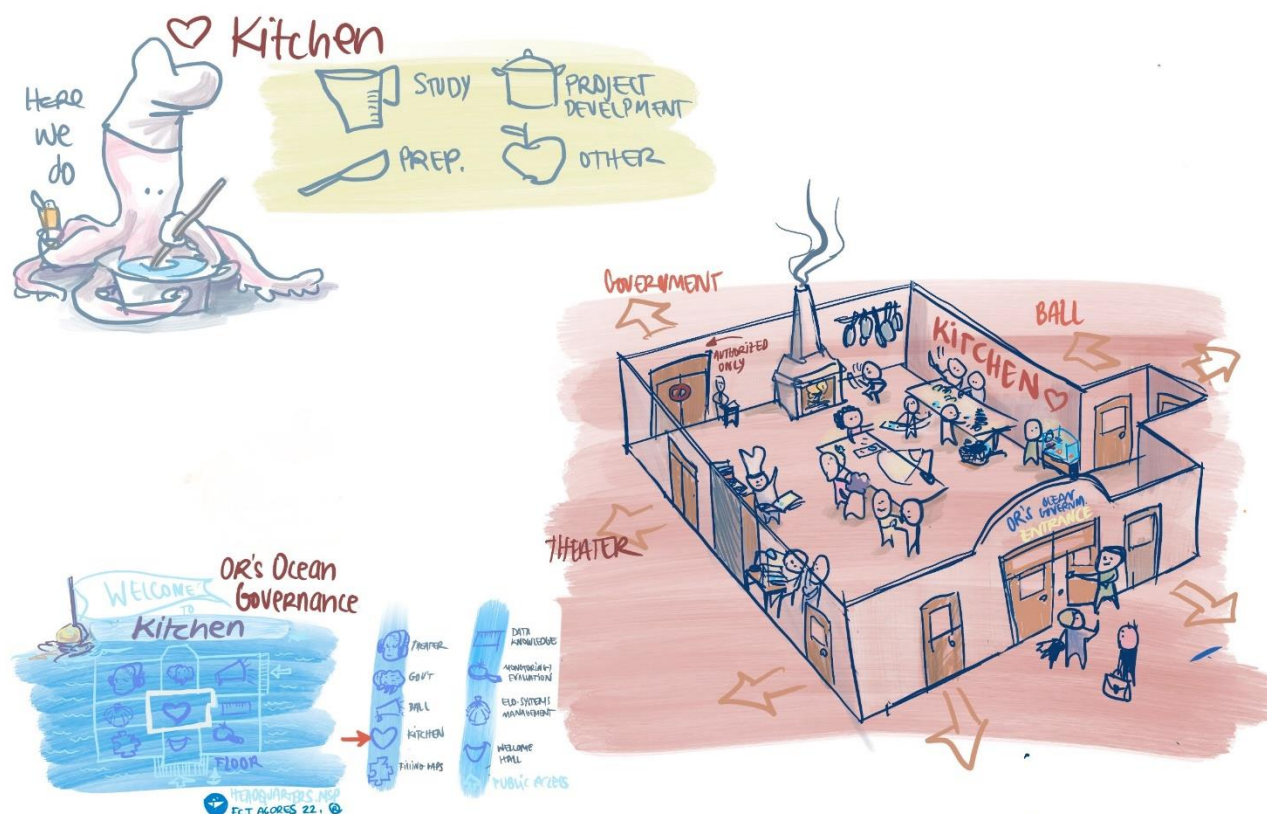


Figure 11. Representation of the rationale for the Central Room ("kitchen") in the "ORs Ocean Governance Hub" House (images by Ruth Coelho)

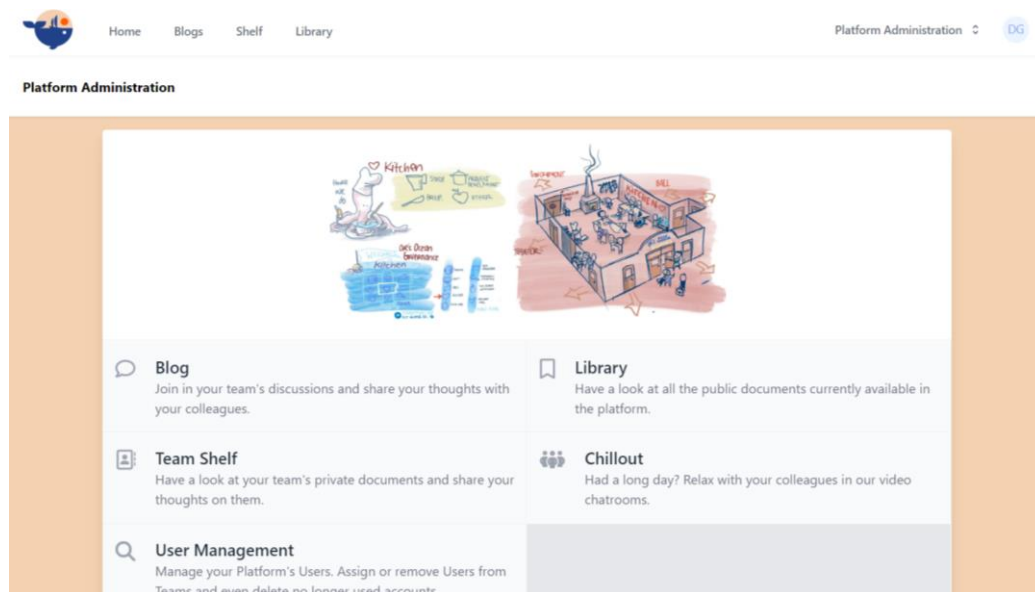


Figure 12. Representation of the inside Central Room ("kitchen") in the "ORs Ocean Governance Hub" House (images by Ruth Coelho)



PLATFORM RULES

Platform Common Rules

- ≈ The Platform content will be focused on MSP topics (no spam),
- ≈ Every communication will be transparent, respectful and ethical (neutral language),
- ≈ The platform will be collaborative and proactive,
- ≈ The platform will be moderated by: MSP-OR coordination and UAc team,
- ≈ WG focal points will moderate the WG contents,
- ≈ A notice/alarm system (probably email and/or a mailing box within the platform associated with the personal account.) will be placed to let participants know when new inputs are posted,
- ≈ Regular polls will be posted on the platform about key topics on MSP, and its results will be divulged in the WG Board or Theatre,
- ≈ The content will be science-based,
- ≈ Free and public access to published datasets, public reports or publications will be ensured,
- ≈ Fulfil commitments agreed upon.

The suggestion of a strategy for its long-life establishment

After the Platform launching, the MSP-OR coordination will check the possibility of establishing contact with the following:

- ≈ the Outermost Regions representatives, through the representative member on the Comité de Suivi, to contact the ORs Conference of Presidents; and
- ≈ the European Commission OR's Unit, from DG Regions, to oversee keeping the platform updated, with a focus on each one of the regions.

The objective is to formally invite both of them to the launch of the platform and all activities in the Theatre room. It is intended to strengthen ties between the MSP-OR platform and the Outermost Regions. The MSP-OR coordination will promote further dialogue and clarify any doubt during the process. At the end of the MSP OR project, it will be decided if Outermost Regions will be available to host the platform on their website/group/discussions and how to proceed to maintain the platform perennial in order to benefit all MSP processes in the outermost regions. The continuity in keeping stakeholders engaged and posted about the follow-up of the project is important. The partners will be responsible for keeping it flowing in the best channel possible and evaluated with future hosts.

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