

TERM OF REFERENCE

PROGRAM ACTIVITY 1.4:

INITIAL MEETING FOR THE ESTABLISHMENT OF A REGIONAL SCIENTIFIC ADVISORY GROUP (SAG) MEETING ON EAFM IN MANADO

1 INTRODUCTION

The CTI-CFF has had numerous working meetings towards a joint partnership program with USAID under the Oceans and Fisheries Partnership (USAID Oceans) to strengthen regional cooperation to combat illegal, unreported and unregulated (IUU) fishing, promote sustainable fisheries, and conserve marine biodiversity in the Asia-Pacific region. CTI-CFF Regional Secretariat (CTI-CFF RS) work closely with USAID Oceans to develop, promote and implement Catch Documentation and Traceability (CDT) plans to CTI-CFF member countries as well as to formulate a regional CDT Plan, which integrate with Ecosystem Approach to Management of Fisheries (EAFM) to ensure sustainable fishery management and to promote conservation.

CDT Scheme is a fundamental concept of combating IUU fishing by providing a good documentation of tracking fish from point catch to final destination (market) including supply-chain. In CDT scheme, it is of important that fishing and trading nations ensure fish and trading the open market are caught by sustainable fishing practices that mainstream conservation and management measures. Therefore, CDT scheme provide normally validated catch documents issued to fishing vessels and export or re-export documents issued or received (e.g. ASEAN Catch Documentation Scheme, ACDS). With regards to USAID Oceans Partnership, CTI-CFF RS will develop a customized CDT scheme that is applicable to the need of member countries, by adopting and modifying ACDS. The CTI-CFF CTD scheme will cover selected economic aquatic species e.g. groupers, crab, snappers and all economic tuna species.

EAFM is a key approach toward addressing common trans-boundary policy and regulatory concerns, such as (i) over-fishing of shared pelagic fish stocks; (ii) illegal cross-border fishing by small-scale fishers (stimulated by depletion of local coastal fisheries), commercial-scale fishing operations, and trans-shipment; (iii) fishing overcapacity; and (iv) by-catch of protected and endangered species (CTI-CFF RPOA, 2009). The purpose of EAFM is to plan, develop, and manage fisheries in a manner that addresses the multiple needs and desires of societies, without jeopardizing the options for future generations to benefit from the full range of goods and services provided by marine ecosystems. EAFM is also a practical way to implement sustainable development for the management of fisheries by finding a balance between ecological and human well-being through good governance (Heenan et al. 2013).

The 10th Senior Officials' Meeting (SOM-10) tasked the CTI-CFF Regional Secretariat to develop a list of experts in the field of coral reefs, fisheries and food securities discipline in a view to achieve the RPOA Goals. Following the decision, the CTI-CFF RS shall collaborate with USAID Oceans to conduct a 2-day planning meeting towards the establishment of the first Scientific Advisory Group (SAG) with the aim for the SAG members, together with NCCs to advise, evaluate and/or enhance the implementation of CDT System in the region, if need be and at the same time, remains relevant to Goal 2 of the RPOA.

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2 OBJECTIVE

The objective of this activity is to build the CTI-CFF Scientific Advisory Group.

3 OUTPUTS

The outputs of this activity is the scientific recommendation on the CDT/EAFM System

4 OUTCOME

The outcome of this activity is to provide recommendation to NCC on CDT/EAFM System.

5 USAID VERIFIABLE INDICATORS, MEANS OF VERIFICATION & IMPORTANT ASSUMPTIONS

USAID Verifiable Indicators	Means of Verification	Important Assumptions
DR.3.1-1: Number of USG-assisted consensus-building processes resulting in an agreement	Copy of the recommendation	Assuming participation from CT6 scientific community in sustainable fisheries management (CDT/EAFM)

6 SCOPE OF WORKS

The scope of works of this activity are:

1. Convening CTI-CFF Scientific Advisory Group
2. Reviewing the implementation of CDT Plan
3. Circulating letter
4. Letter for speakers (CDT & EAFM) for Ocean, SEAFDEC and NOAA
5. 2-Day Workshop
6. Reporting and Documentation

7 REQUIREMENTS

This activity requires:

1. Participant from 6 countries consist of 1 person from National EAFM Working Group (CDT Task Force) and 1 person of has criteria as following:
 - a. Able to elaborate among Seascape, EAFM, MPA, CCA, Threatened Species
 - b. Familiar with Fisheries Management in particularly with CDT Scheme
 - c. Familiar with international fisheries management law, particularly in seafood safety regulations and aquaculture regulations
 - d. Capable on measuring dynamic population to determine sustainable fisheries management
2. Resource persons/Technical Assistance (*considering series of alignment meetings with relevant institutions such as USDOJ, USAID/RDMA, NOAA, The Oceans and Fisheries Partnerships, and SEAFDEC*):

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Component	Organization	Requires	Quantity
Resource person	USAID/RDMA	Able to present introduction of CTI-CFF CDT system being developed	1
Resource person	NOAA	Able to present introduction of CTI-CFF CDT system being developed	1
Resource person	SEAFDEC	Able to present introduction of CTI-CFF CDT system being developed	1
Participant	The Oceans Partnerships	Getting involve on CTI-CFF CDT system being developed	1
Participant	USDOI-ITAP	Getting involve on CTI-CFF CDT system being developed	1

3. Materials and goodie bag (materials and USB)
4. Logistic for 2 Days workshop (room, meals)
5. Supporting staff from RS: rapporteur, registration, event organizer, and documentation.

8 TIME SCHEDULE, VENUE, and PROVISIONAL AGENDA

2-Day Workshop (October - December 2018), Venue: CTI-CFF Regional Secretariat Headquarter, Manado, Indonesia with a proposed provisional agenda as follows:

NO	AGENDA ITEM	TIME	PERSON IN CHARGE/FACILITAT OR	REFERENCE DOCUMENT	REMARKS
Day 1					
Session #1:					
Opening Session					
1.1	Registration	08.30-09.00	CTI-CFF Regional Secretariat (CTI-CFF RS)		Regional Secretariat to facilitate registration
1.2	Welcoming Remark	09.00-09.20	Executive Director of CTI-CFF Regional Secretariat		Executive Director will make welcoming Remarks
1.3	Election of the Chair and Co-Chair (1 and 2)	09.20-09.25	Executive Director of CTI-CFF RS		Executive Director will facilitate the election of the Chair
1.4	Appointment of the Rapporteurs	09.25-09.30	The Chair of Meeting		The Chair will appoint the Rapporteurs
1.5	Introduction of Participants	09.30-09.35	The Chair of Meeting		The Chair will invite the participants to introduce themselves to the Meeting

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NO	AGENDA ITEM	TIME	PERSON IN CHARGE/FACILITATOR	REFERENCE DOCUMENT	REMARKS
1.6	Adoption of Provisional Agenda	09.35-09.45	The Chair of Meeting		The Chair will facilitate adoption of provisional Agenda
Group Photo and Coffee/Tea Break		09.45-10.00	CTI-CFF Regional Secretariat Staff		
Session #2: Chair Person					
2.1	Introduction of CTI-CFF CDT System Being Developed	10.00-10.45	Technical Assistant on CDT (USAID/NOAA/SEAFDEC)		
2.2.	Scientific Consultation of CTI-CFF CDT System Being Developed Part I	10.45-12.00	CDT Task Force		
Lunch Break		12.00-13.30	CTI-CFF Regional Secretariat Staff		
(Continued) Session #2: Co-chair Person 1.					
2.3	Scientific Consultation of CTI-CFF CDT System Being Developed Part II	13.30-15.00	CDT Task Force		
Coffee/Tea Break		15.00-15.30	CTI-CFF Regional Secretariat Staff		
Session #3: Co-Chair Person 2.					
3.1	Drafting TOR for Scientific Advisory Group	15.30-17.00	Senior Manager of CTI-CFF Technical Manager	Draft TOR	
3.2	Wrap Up for Day 1	17.00-17.30	Senior Manager of CTI-CFF Technical Program		
END OF DAY ONE					

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NO	AGENDA ITEM	TIME	PERSON IN CHARGE/ FACILITATOR	REFERENCE DOCUMENT	REMARKS
DAY 2					
Session #4: Co-Chair Person 3.					
4.1	Recap of Day 1 and Overview of Day 2	08.30-09.00	Senior Manager of CTI-CFF Technical Program		
4.2	Session for Establish Scientific Advisory Group (Organization Group and Scope of Activity Group) Part I	09.00-10.00	Senior Manager of CTI-CFF Technical Program and NOAA	Draft TOR	
Coffee/Tea Break		10.00-10.30	CTI-CFF Regional Secretariat Staff		
4.3	Session for Establish Scientific Advisory Group (Organization Group and Scope of Activity Group) Part II	10.30-12.00	Senior Manager of CTI-CFF Technical Program and NOAA	Draft TOR	
Lunch Break		12.00-13.30	CTI-CFF Regional Secretariat Staff		
Session #5: Chair Person					
5.1.	Establish Scientific Advisory Group	13.30-14.30	Senior Manager of CTI-CFF Technical Program		
5.2	Agreement for the acceptance of Scientific Advisory Group draft TOR and Next Steps	14.30-15.15	Senior Manager of CTI-CFF Technical Program		
Session #6: Chair Person					
6.1	Wrap Up for Day 2	15.15-15.30	Senior Manager of CTI-CFF Technical Program		
6.2	Closing remarks	15.30-16.45	Executive Director of CTI-CFF Regional Secretariat		Executive Director of CTI-CFF Regional Secretariat will give the closing

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NO	AGENDA ITEM	TIME	PERSON IN CHARGE/ FACILITATOR	REFERENCE DOCUMENT	REMARKS
					remarks
END OF DAY TWO					

9 BUDGET

The details budget of this activity as following:

Budget Item	Description	Total (USD)
Airfare	Economic class, return for 2 person /NCC; 2 resource persons/facilitators	16,000
Accommodation	3 nights	3,500
Per-diem	3 days	2,750
Resource Persons/Facilitators Fee	2 persons	1,000
Domestic Ground Transportation	participants' local transportation	700
Workshop Package	(i.e. Room equipment, Meals 2x, coffee break 4x, 50 Pax)	750
Workshop Kit	goodie bag, stationery, etc.	250
Office Supplies	Stationery	26
Materials	Concept note, ppt, etc.	22
Printing	Banner, flyer, etc	100
TOTAL		25,098

10 CONVENER

This activity will be carried out by Regional Secretariat CTI-CFF (i.e. Program Division) in collaboration with Oceans and Fisheries Partnership.

11 REFERENCE

CTI-CFF RPOA. Regional Plan of Action Coral Triangle Initiative on Coral Reefs, Fisheries and Food Security (CTI-CFF), 2009. Print.

Heenan, A., R. Pomeroy, R. Brainard, A. Amri, P. Alino, N. Armada, J. Bell, W. Cheung, L. David, R. Guieb, S. Green, J. Jompa, T. Leonardo, C. Logan, S. Mamauag, P. Munday, B. Parker, J. Shacker-off, and Z. Yasin. Incorporating climate change and ocean acidification into an ecosystem approach to fisheries management (EAFM) plan. Publication. Honolulu, Hawaii: The USAID Coral Triangle Support Partnership, 2013. Print.

Weiroski, F. and S.J. Hall. 2008. Public-private partnerships for fisheries and aquaculture: Getting started. WorldFish Center Manual number 1875. The WorldFish Center, Penang, Malaysia.