

TERM OF REFERENCE

PROGRAM ACTIVITY 1.3:

WORKSHOP ON CATCH DOCUMENTATION AND TRACEABILITY (CDT) SYSTEM DESIGN AND DEVELOPMENT BASED ON ECOSYSTEM APPROACH TO MANAGEMENT OF FISHERIES (EAFM) (IN TIMOR LESTE)

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) works closely with USAID Oceans, SEAFDEC and NOAA to develop, promote and implement Catch Documentation and Traceability (CDT) plans to CTI-CFF member countries, which integrate with Ecosystem Approach to Management of Fisheries (EAFM) to ensure sustainable fishery management and to promote conservation.

CDT system 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 system, 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 system provide normally validated catch documents issued to fishing vessels and export or re-export documents issued or received (e.g. ASEAN Catch Documentation System, ACDS). An electronic CDT (eCDT) system would be more efficient. With regards to USAID Oceans Partnership, eCDT systems that are applicable to the needs of member countries will be developed by modifying the SEAFDEC ACDS to eACDS and other eCDT systems. The eACDS 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.

Some of key activities had been conducted to support the Ecosystem Approach to Management of Fisheries (EAFM) in regional as follows,

- a) the Asia Pacific Fisheries Commission (APFIC) in collaboration with Food and Agriculture Organization (FAO) of the United States produces the guidelines of implementation the Code of Conduct for Responsibility Fisheries (CCRF) in 2009;
- b) Senior Official from Member Countries (CT6) mandated by the 9th CTI-CFF Senior Official Meeting (SOM) to have Regional Framework of EAFM in 2013;

- c) SEAFDEC in collaboration with NOAA organized Ecosystem Approach to Fisheries Management Training Course in 2014.
- d) USAID Oceans collaboration with CTI-CFF, SEAFDEC, and many national and international partners on the development of a sub-regional EAFM plan for the Sulu-Sulawesi Seascape using a 4-year, collaborative, multi-stakeholder, and multi-country process.

Over the years, the EAFM Technical Working Group have conducted several activities to implement EAFM goals and to develop regional training EAFM modules. At the request of ASEAN Member Countries in July 2018, USAID Oceans will be developing during 2019 a technical annex to SEAFDEC's existing ACDS Regional Guidelines providing guidance on how countries can design and build national-level electronic CDT (eCDT) systems. These eCDT systems are based on the technologies implemented and lessons learned from two USAID Oceans 'learning sites' in Bitung, Indonesia and General Santos City, Philippines. In an effort to complement the activities by the CTI-CFF EAFM TWG and the USAID Oceans, this workshop is designed to assess existing eCDT systems (including SEAFDEC's eACDS software and the hardware and software eCDT solutions tested under USAID Oceans) and capacity gaps; evaluate its suitability for implementation in CT6; assess country-specific needs and practices and adapt it into the chosen CDT system as part of the overall CT6 fisheries management practices.

2 OBJECTIVES

The main objectives of this activity are:

- a. to enable CT6 member countries to understand how eCDT systems can support EAFM planning and enhance national fisheries management, and
- b. to learn about existing eCDT systems that can be adapted and customized based on individual CT6 country needs.

NOTE

Furthermore, in support of these objectives, USAID Oceans proposes to CT6 to participate in its two separate workshops, fully- funded by USAID Oceans:

1. Pre-Workshop (1 day) training for **CT3 Pacific PNG, SI, and TL** – hosted by USAID Oceans with the objectives of
 - a) to conduct a rapid CDT gap assessment and partnership appraisal
 - b) to have a similar process/understanding by all CT6 heading into the main CTI-CFF workshop.
2. Post-workshop (1.5 days) training for **CT6** - hosted by USAID Oceans with the objectives of
 - a) receive a hands-on demonstration and learn more about existing eCDT technologies that available to be adapted and customized by CT6 member countries for their own use;
 - b) provide inputs on regional technical guidance being developed on implementing eCDT in ASEAN member countries; and
 - c) develop a simple national ‘roadmap’ regarding member country’s development and testing of eCDT solutions within their own nation.

** CT6 countries shall discuss with and inform RS during the next skype call meeting if they are amendable to participating in these USAID Oceans fully funded extra workshop/s back to back with our CTI-CFF funded main two-day workshop

3 OUTPUTS

The outputs of this activity are:

1. Draft regional profile of the eCDT systems being used or developed by CT6 member countries
2. Improved understanding of CT6 member countries of how existing eCDT solutions can be adapted and customized in support of member country’s own eCDT system development;
3. Updated CDT gaps analysis and partnership appraisal for the CT6
4. Integrated EAFM Plan with the developed CDT system

4 OUTCOMES

The outcomes of these activities are:

- Increased understanding on how eCDT systems can support EAFM planning and enhance national fisheries management, and
- Enhanced learning on existing eCDT systems that can improve CT6 countries’ eCDT Systems.

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	Copies of report	<ul style="list-style-type: none"> • Assuming that countries profiles on the demand for CDT systems development has been provided;

6 SCOPE OF WORK

The scopes of this main CTI-CFF workshop are:

1. Draft regional profile of the eCDT systems being used or developed by CT6 member countries
2. Presentations by CT6
3. Presentations (eCDT & EAFM) from USAID Oceans, SEAFDEC and NOAA
4. 2-Day Workshop
5. Reporting and Documentation

7 REQUIREMENTS

This activity requires:

1. Participants from CT6 countries consist of
 - a. One person from National EAFM Working Group and

- b. one person country representative who are currently leading or working on CDT systems within their own country. This will encourage the appropriate technical understanding and experience to be present during the workshop
2. Resource persons/Technical Assistance (e.g *The Oceans and Fisheries Partnerships, USAID DOI, USAID RDMA, NOAA, and SEAFDEC*) as follows:

Component	Organization	Contents	Quantity
Resource person	NOAA	Able to present the SIMP, key data needed for the 1 January 2018 mandatory compliance data for the Magnuson-Stevens Fishery Conservation and Management Act; Seafood Import Monitoring Program;	1-2
Technical assistance	SEAFDEC	i. introduction to eACDS (regional software) ii. reference guide for eACDS	1
Technical assistance	USAID Oceans	Present USAID Oceans eCDT technologies, lessons from testing and implementation, and distribute eCDT- and EAFM- related products and guides <i>(USAID Oceans offer 1-day pre-workshop training event to PNG, SI, and TL to conduct CDT Gaps Assessment and Partnership Appraisal.</i> <i>USAID Oceans offer 1.5-day post-workshop training event to CT6 member countries to: (a) receive a hands-on demonstration and learn more about existing eCDT technologies that available to be adapted and customized by CT6 member countries for their own use; (b) provide inputs on regional technical guidance being developed on implementing eCDT in ASEAN member countries; and (c) develop a simple national ‘roadmap’ regarding member country’s development and testing of eCDT solutions within their own nation).</i> <i>(USAID Oceans might also share its project products and lessons learned to support</i>	5

		<p><i>CT6 country EAFM/fisheries management. Hard copies and brief introductions on shared guides/methodologies could be provided to the CT6 during such a session, so that CT6 participants can use these resources upon returning to their home countries).</i></p>	
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3. Set of USAID Oceans products/guides (to be provided by USAID Oceans)
4. LCDs and Presentation tools
5. Materials and goodie bag (materials and USB)
6. Logistic for 3 Days workshop (room, meals)
7. Supporting staff from RS: rapporteurs, registration, event organizer, and documentation.

8 TIME SCHEDULE, VENUE, and PROVISIONAL AGENDA

2-Day Workshop (Proposed 3rd or 4th week of June (To be discussed together with the EAFM Working Group), 2019), Venue: (Dili, Timor Leste), with a proposed provisional agenda as follows:

NO	AGENDA ITEM	TIME	PERSON IN CHARGE/FACILITATOR	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	(Interim) Executive Director of CTI-CFF Regional Secretariat		(Interim) Executive Director will

NO	AGENDA ITEM	TIME	PERSON IN CHARGE/FACILITATOR	REFERENCE DOCUMENT	REMARKS
					make welcoming Remarks
1.4	Election of the Chair and Co-Chairs (1 and 2)	09.20-09.25	(Interim) Executive Director of CTI-CFF RS		(Interim) Executive Director will facilitate the election of the Chair
1.5	Appointment of the Rapporteurs	09.25-09.30	The Chair of Meeting (Chair of EAFM WG)		The Chair of EAFM WG will appoint the Rapporteurs
1.6	Introduction of Participants	09.30-09.35	The Chair of Meeting		The Chair will invite the participants to introduce themselves to the Meeting
1.7	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: Presentations of Regional and National eCDT Systems					
Chair Person					
2.1	Introduction and updates on eCDT systems being used regionally and nationally	10.00-11:00	Technical Resource persons (USAID/NOAA/SEAFDEC) SEAFDEC: an introduction to eACDS (regional software) USAID Oceans: an introduction to eCDT hardware and software solutions available (national) USAID Oceans: an introduction to applying eCDT systems in support of EAFM planning NOAA ??	SEAFDEC: reference guide for eACDS USAID Oceans: reference guides for available eCDT hardware and software solutions; using eCDT data to support fisheries management Fish Path??	The chair will invite the technical Resource person to introduce the eCDT Systems
2.2.	Country Presentation on Input for	11.00-11.30	NCC Indonesia/CDT Representative from Indonesia		The chair will invite NCC Indonesia/CDT

NO	AGENDA ITEM	TIME	PERSON IN CHARGE/FACILITATOR	REFERENCE DOCUMENT	REMARKS
	Updated CDT Profile (Indonesia)				Representative from Indonesia to present the country input on its eCDT System (presentation of Indonesia's new E-Logbook and STELINA systems)
2.3.	Country Presentation on Input for Updated CDT Profile (Malaysia)	11.30-12.00	NCC Malaysia/CDT Representative from Malaysia		The chair will invite NCC Malaysia/CDT Representative from Malaysia to present the country input on its eCDT System (present its national plan for implementing eCDT)
Lunch Break		12.00-13.30	CTI-CFF Regional Secretariat Staff		
(Continued) Session #2: Presentation of Regional and National eCDT Systems Co-chair Person 1.					
2.4	Country Presentation on Input for Updated CDT Profile (Philippines)	13.30-14.00	NCC Philippines/CDT Representative from Philippines		The Co-chair Person 1 will invite NCC Philippines/CDT Representative from Philippines to present the country input on its eCDT System (presentation on the BFAR eCDT system implementation and new Philippines national plan of action.)
2.5	Country Presentation on Input for	14.00-14.30	NCC Papua New Guinea/ CDT Representative from Papua New Guinea		The Co-chair Person 1 will invite NCC Papua New Guinea/CDT

NO	AGENDA ITEM	TIME	PERSON IN CHARGE/FACILITATOR	REFERENCE DOCUMENT	REMARKS
	Updated CDT Profile (Papua New Guinea)				Representative from Papua New Guinea to present the country input on its eCDT System
Coffee/Tea Break		15.00-15.30	CTI-CFF Regional Secretariat Staff		
(Continued) Session #2: Presentation of Regional and National eCDT Systems Co-Chair Person 2.					
2.6	Country Presentation on Input for Updated CDT Profile (Solomon Islands)	14.30-15.05	NCC Solomon Islands/CDT Representative from Solomon Islands		The Co-chair Person 2 will invite NCC Solomon Islands/CDT Representative from Solomon Islands to present the country input on its eCDT System
2.7	Country Presentation on Input for Updated CDT Profile (Timor-Leste)	15.00-15.30	NCC Timor-Leste/CDT Representative from Timor-Leste		The Co-chair Person 2 will invite NCC Timor-Leste/CDT Representative from Timor-Leste to present the country input on its eCDT System
2.8	Discussion on Country Inputs for Updated CDT Profile	15.30-17.00	Technical Resource persons (USAID/NOAA/SEAFDEC) 1. USAID Oceans: a. facilitated discussion (45 min.) to summarize the status of national and regional eCDT system development and gaps; b. brief presentation (15 min.) on recommended key data elements (KDEs) for CT6		The Co-chair Person 2 will invite the technical resource persons to facilitate the discussion on the countries inputs on their eCDT Systems

NO	AGENDA ITEM	TIME	PERSON IN CHARGE/FACILITATOR	REFERENCE DOCUMENT	REMARKS
			<p>collection under eCDT systems, including for human welfare, followed by group discussion (15 min.);</p> <p>c. Review of Profile (15 min.)</p> <p>2. SEAFDEC??</p> <p>3. NOAA??</p>		
END OF DAY ONE					

NO	AGENDA ITEM	TIME	PERSON IN CHARGE/FACILITATOR	REFERENCE DOCUMENT	REMARKS
DAY 2					
Session #3: Formulate and Co-Chair Person 1.					
3.1	Recap of Day 1 and Overview of Day 2	08.30-09.00	Technical resource persons (USAID/NOAA/SEAFDEC)		The Co-chair Person 1 will invite the technical resource persons to present the recap of day 1 and overview of day 2
3.2	Formulating CDT activities in support of EAFM Planning, with Input from Country Presentation	09.00-10.00	Technical resource persons (USAID/NOAA/SEAFDEC) CTI: review and discuss draft CDT profile for CT6 (generated out of Day 1)		The Co-chair Person 1 will invite the technical resource persons to facilitate countries on the formulating EAFM CDT Plan based on input from country presentation
Coffee/Tea Break		10.00-10.30	CTI-CFF Regional Secretariat Staff		
3.3	Formulating CDT activities in support of EAFM Planning, with	10.30-12.00	Technical resource persons (USAID/NOAA/SEAFDEC)		The Co-chair Person 1 will invite the technical resource persons to

NO	AGENDA ITEM	TIME	PERSON IN CHARGE/ FACILITATOR	REFERENCE DOCUMENT	REMARKS
	Input from Country Presentation		<p>1. USAID Oceans:</p> <p>(a) illustrating how real-time eCDT data can be used to support fisheries management and implementing EAFM plans</p> <p>(b) examples of how eCDT activities are built into national and regional EAFM plans</p> <p>2. SEAFDEC??</p> <p>3. NOAA??</p>		facilitate countries on the formulating EAFM CDT Plan based on input from country presentation
Lunch Break		12.00-13.00	CTI-CFF Regional Secretariat Staff		
Session #4: Outlooks and Closure Chair Person					
4.1	Reviewing the Updated EAFM CDT Plan based on input from country presentation	14.30-15.15	<p>Technical resource persons (USAID/NOAA/SEA FDEC)</p> <p>CTI: Finalize the draft CTI-CFF CDT Profile for CT6 (30 min.)</p> <p>1. USAID Oceans: branding and publicly communicating CTI's regional CDT Profile and national-level eCDT efforts (10 min. presentation; 5 min. discussion)</p> <p>2. SEAFDEC??</p> <p>3. NOAA??</p>		The Chair will invite the technical resource persons to facilitate countries on the reviewing the updated EAFM CDT Plan based on input from country presentation
4.2	Conclusions and way forward	15.45-16.15	Chair		The Chair will present conclusions and the way forward based on the discussion during

NO	AGENDA ITEM	TIME	PERSON IN CHARGE/ FACILITATOR	REFERENCE DOCUMENT	REMARKS
					the 2-day meeting.
4.3	Closing remarks	16.15-16.30	(Interim) Executive Director of CTI-CFF Regional Secretariat		(Interim) Executive Director of CTI-CFF Regional Secretariat will give the closing remarks
4.4		17:00-19:00	NOAA		
END OF DAY TWO					

NOTE:

USAID Ocean will be hosting

- a. *Pre-workshop training (1day) for PNG, SI and TL*
- b. *Post-workshop training (1.5 days) for CT6*

9 CONVENER

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

10 REFERENCE

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

Weirowski, 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.