

## Sustainable Management of WPEA Tunas

### Project Progress Report

1<sup>st</sup> Quarter 2015

#### Award Basic Information

Award ID:	00077221
Project ID:	00088145
Award Title:	Regional: Sustainable Management of Highly Migratory Fish Stocks in the West Pacific and East Asian Seas
Business Unit:	PHL10
Project Title:	Regional: Sustainable Management of Highly Migratory Fish Stocks in the West Pacific and East Asian Seas
PIMS no.	4753
Implementing Partner (Executing Agency)	Western and Central Pacific Fisheries Commission (WCPFC)
Award Start Date & End Date	
Total Award Amount	\$2,233,578

#### Project Progress

- Since the official commencement of this project on 28 October 2014, the Inception Workshop was held in Da Nang, Vietnam, 4-5 November 2014. The workshop report was finalized and submitted to the UNDP.
- One of the key activities in the WPEA project is tuna data collection and annual tuna catch estimation at each country from using port sampling data. For the data collection from port sampling, WPEA project hired port sampling enumerators and paid their salaries. Enumerator's salaries for November and December 2014 were covered by WCPFC budget first, and then the amount was requested to be reimbursed by GEF budget when GEF budget transferred from UNDP to WCPFC. Total amount for the 2014 port sampling is \$24,201.87 (\$7,844 for Indonesia, \$3,157.87 for Philippines, and \$13,200 for Vietnam).
- There are some risk and issues to be resolved soon. Both Indonesia and Vietnam have not yet endorsed the WPEA Project internally, and accordingly, no official bank account has been established yet. This means that no activities have been conducted in these two countries so far this year. Especially, there was a reshuffling of the government structure in Vietnam recently, so even port sampling has not been conducted this year. However, Indonesia has been paying their enumerator's salary from their government budget and will be reimbursed from WCPFC once their official bank account is established.
- Several activities have been prepared in the Philippines since early 2015, as shown in the table below. The following activities were planned and budget transferred to NFRDI official bank account. Some activities were planned to implement in Quarter 2 but budget transfer was required to prepare such activities.

Component	Expected Outcome	Philippine project activity	Activity period	Targets End of Project	Budget	Budget Code	Remarks
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1	1.1	2. Preparation of Catch Estimation Workshop: budget transferred; workshop scheduled and meeting venue surveyed	Q2 (2015.0 5.21-26)	<ul style="list-style-type: none"> <li>Estimates of the Philippine annual total tuna catch produced</li> <li>Workshop report produced</li> </ul>	6,920	72100		
2	2.1	5. Publication of <i>Operational Guide for Filipino Fishermen</i>	Q1	Guide published and distributed to fishermen	2,000	72100		
	2.3	11. Tuna Data Review Workshop	Q2 (2015.0 5.21-26)	Combined with Activity No. 2	6,920	72100		
	2.3	12. Preparation of MCS activities						
		1) Expansion of Observer Data Collection	Q1-Q2	Data summary report produced; fishery observers employed	8,930.4 0	75700		
		2) Monitoring of observers; Debriefing WS	Q1-Q2 (workshop dates TBD)	Observer data achieved; Debriefing report and guidelines produced	6,104.4 0	75700		
		3) Observer Handbook and Species ID Guide published	Q1-Q2	Observer Handbook distributed; Species Identification Guide distributed	2,442.0 0	75700		
	2.3	13. Consultancy on the selection of port sampling sites	Q1-Q2	Consultancy progress report and final report produced	1,000	72100		
2.3	13. Port Sampling, data compilation and fishery monitoring	Q1-Q2	Data collected from port sampling submitted; field trip report produced	19,410	72100			
PMU		Project Manager: Preparation and convening of the Inception Workshop; develop AWP and Budget; WCPFC-PEMSEA CF	Q1	Inception WS convened; Country's AWP and budget allocation submitted to UNDP; WCPFC-PEMSEA CF held	24,847. 29		Travel cost from Oct. 2014 to March 2015	

5. During the PEMSEA Inception Workshop, WCPFC and PEMSEA had a meeting in Manila, 25 March 2015, to prepare WCPFC-PEMSEA Consultative Forum and any collaboration between the two project partners. The meeting summary is in **Attachment A**, and two issues are highlighted below:

- a) WPEA-PEMSEA Consultative Forum will be held in November at WPEA PSC meeting.
- b) WPEA and PEMSEA will work together to recruit a Project Knowledge Management Associate (PKMA).

6. Project Manager is planning to visit three countries to facilitate internal endorsement of the project and committing project activities.

## Attachment A

**UNDP, PEMSEA and WCPFC Consultation Meeting**

Manila, 25 March 2015

Under UNDP-GEF Program Framework Document for the East Asian Seas, both the PEMSEA and WPEA Projects are project partners and the WPEA Project Document requires collaboration with PEMSEA for building regional and national adaptive capacity of Indonesia, Philippines and Vietnam in the management of highly migratory stocks through establishing a WCPFC-WPEA/PEMSEA Consultative Forum. After the PEMSEA's Inception Workshop (*PEMSEA Project on the Scaling up of the SDS-SEA Implementation*), there was a consultation meeting among Regional Technical Advisor Dr Jose Padilla (UNDP Bangkok Regional Hub), PEMSEA Executive Director Mr Stephen Adrian Ross, and WPEA Project Manager Dr SungKwon Soh, and the following issues were discussed at Manila Diamond Hotel, Manila, 25 March 2015.

**1. WCPFC-WPEA/PEMSEA Consultative Forum**

- a. PEMSEA will consider the possibility of designating the WCPFC-WPEA Project as PEMSEA's Project Partner. It was noted that the notation of "WCPFC-WPEA" will be suitable for the process of partnership and cooperation between the two project partners. (Mechanisms for including the YSLME-2 Project into the Forum will be assessed by PEMSEA to be able to report on the entire East Asian Seas Program.)
- b. **For the Consultative Forum (CF), both project partners agreed to have a regular session at either PEMSEA's East Asian Seas Partnership Council (EAS PC) meeting or WPEA's Project Steering Committee (PSC) meeting, preferably at WPEA's PSC meeting.** Agenda for the CF may include cooperation and collaboration between project activities of the two project partners, including enhancement of regional knowledge platform.

**2. Reporting requirements among WPEA, UNDP, GEF, and PEMSEA**

- a. WPEA will submit Quarterly Progress Report (about 3 pages, QPR), Annual Progress Report (APR, including National Report), Project Implementation Review (PIR, WPEA-SM Project, which was signed on 30 September 2014, will prepare the first PIR in 2016), and Mid-term and Final Evaluation Report.
  - b. **In order to identify any reporting needs between PEMSEA and WPEA Project, WPEA will provide its Project Document and Inception Workshop Report to PEMSEA Executive Director.**
3. WPEA Project allows hiring of two project staff, one locating in Pohnpei and the other in PEMSEA office in Manila. Duties and budget level for this recruitment in the WPEA Project Document are annexed below.

**4) Project Knowledge Management Associate (PKMA)**Background

The Project Knowledge Management Associate (PKMA), will be a locally recruited national selected based on an open competitive process. He/she will report to the Project Manager (PM) and assist the PM in developing reports and knowledge management products, and maintaining the website of the UNDP-GEF project. S/he will assess support requirements against project objectives and operating environment.

Duties and Responsibilities

- Prepare GEF quarterly project progress reports (QPRs), as well as any other reports requested by the Executing Agency and UNDP
- Assist in the preparation of meeting reports and records of discussion, including the Consultative Forum and the Project Board
- Prepare reports that compile lessons learned from the project and distribute a quarterly project e-newsletter with information on current activities and plans for future activities
- Maintain and continuously update the project website, incorporating all reports and products from the project and other material of relevance
- Participate fully in IW Learn activities, and maintain links with related projects.

Qualifications

- University degree in Information Management or Environmental Sciences or related fields;
- 3 years of experience in the area of knowledge management at medium and small scale
- Good computer skills in common word processing (MS Word), spreadsheet (MS Excel), and accounting software.
- Strong English language communication skills, both spoken and written.
- Experience in the development and maintenance of websites (preferable but not essential)

Knowledge management specialist	3 years	<b>45,000</b> (salary and some travel/DSA)	<ul style="list-style-type: none"> <li>➤ Specialist appointed and based in PEMSEA, Manila</li> <li>➤ Information dissemination of project knowledge products at all levels (see ToR)</li> <li>➤ Preparation of Consultative Forum, meeting and workshop reports</li> <li>➤ Develop WPEA website – talk with Pemsea; refer to IW Learn</li> </ul>
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- a. WPEA and PEMSEA will further consider the process of hiring this staff. **WPEA will prepare practical TOR of the staff for WPEA Project. For the recruitment process, PEMSEA Executive Director will send a contract template (ask Administration Officer) for the staff’s service agreement between WCPFC-WPEA and PEMSEA, including budget transfer method from WPEA to PEMSEA. Email communications will be copied to Dr Jose Padilla.**
- b. PEMSEA commented that they will need to see the staff’s TOR, including expected outputs annually. (Note that \$15,000 per year would provide you with an estimated 100 workdays for a KM specialist) If \$3,750 is allocated per year for travel and DSA, the annual workdays will be reduced to about 75 workdays.
  - PEMSEA asked: What is a reasonable annual budget for travel/DSA for the KM specialist?
- c. WPEA Project will establish an independent project website which may be linked by PEMSEA website if available. The website may be managed by the PKMA. PEMSEA and WPEA will further consider the website development.

4. PEMSEA and WPEA may consider mutual collaboration in implementing EAFM and climate change related activities.

5. WPEA will attend IW Learn Conference tentatively scheduled in November 2015 (Sri Lanka) and EAS Congress in November (Vietnam) 2015.