



**The 6<sup>th</sup> Ad-hoc Meeting of the Project Steering Committee for  
the SEAFDEC/UNEP/GEF Project on Establishment and Operation of a Regional System of  
Fisheries *Refugia* in the South China Sea and Gulf of Thailand**

30 November 2021  
(08:30 – 12:00PM, UTC+7)  
Virtual Meeting via Zoom Platform

**The 3<sup>rd</sup> Budget Revision and Costed Workplan for 2022**

**I. INTRODUCTION**

Taken into accounts, a total of expenditures as of 30 September 2021 was about 21.24 % of the total proposed budget of USD 705,000 for 2021. Furthermore, as adopted, the extension project period will be ended by 31 December 2022, while a total budget balance until the project end in 2022 is about 1.25 million USD which is approximately 41.68% of the total fund from GEF. Refers to the Fifth Project Steering Committee Ad-hoc Meeting held in September 2021, the committee therefore supported the proposed revision of the budget, which aims to ensure that the existing funding in the respective country and SEAFDEC partner are effectively utilized in 2022.

**II. OBJECTIVES**

The objectives of the 3rd Budget Revision are to allow each respective country and partner to revise the costed work plan and apply the adaptive management to achieve the remaining project target outputs during the remaining time before the closure of the project by the end of December 2022.

**III. PROPOSED BUDGET REVISION AND COSTED WORK PLAN**

The proposed budget revision and costed work plan from six participating countries and SEAFDEC/PCU are enclosed to the following linked file:

- ❖ [PSC6 Ad-hoc WP02\\_1\\_3rd Budget Revision Cambodia](#)
- ❖ [PSC6 Ad-hoc WP02\\_2\\_3rd Budget Revision Indonesia](#)
- ❖ [PSC6 Ad-hoc WP02\\_3\\_3rd Budget Revision Malaysia](#)
- ❖ [PSC6 Ad-hoc WP02\\_4\\_3rd Budget Revision Philippines](#)
- ❖ [PSC6 Ad-hoc WP02\\_5\\_3rd Budget Revision Thailand](#)
- ❖ [PSC6 Ad-hoc WP02\\_6\\_3rd Budget Revision Viet Nam](#)
- ❖ [PSC6 Ad-hoc WP02\\_7\\_3rd Budget Revision SEAFDEC/PCU](#)

Five countries and SEAFDEC PCU revised the budget within the cumulative balance as of 30 September 2021, with no additional funds from the project. Viet Nam proposed reducing the project budget from a total fund allocation of USD 265,038.00 to USD 122,360.00 for the project implementation in 2022 as approved by the government in November 2021. The reduction amount is USD 142,608.67, or about 53.81% from the total budget allocation to Viet Nam.

**IV. OVERALL BUDGET REVISION AS OF 30 SEPTEMBER 2021**

The overall budget revision as of 30 September 2021 is calculated based on the proposed revision by each participating country and SEAFDEC partner. Considering a change of budget allocation proposed by Viet Nam, the amount of proposed reduction is maintained in the overall budget revision with a notification of remained budget from budget revision by Viet Nam, as shown in **Appendix 1**. In conclusion, the overall of the 3<sup>rd</sup> budget revision as of 30 September and the justification are shown in **Appendix 2**.

**V. ACTIONS BY THE PROJECT STEERING COMMITTEE:**

1. The committee is invited to take notes, consider, and comment on the proposed budget revision of the balance, as of 30 September 2021, and the costed work plans for 2022 from six participating countries and SEAFDEC/PCU. In addition, the committee is requested to adopt all partner budget revisions and its costed work plans for 2022.
2. Alignment with item 1, the Committee is also requested to consider, comment and adopt the 3<sup>rd</sup> Budget Revision as of 30 September 2021 for further submission to the UNEP for consideration and support.

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Appendix 1: Calculation for the Budget Revision of the Balance as of 30 September 2021

Code	Description	Budget Revision as at 30 JUN 2020	Cumulative Expenditures as of 30 SEP 2021	Total Balance as of 30 Sep 2021	Proposed Budget Revision of the Balance as of 30 SEP 2021							Remained Budget from VN (no use)	Budget Revision of the Balance as of 30 Sep. 2021	Adjustment
					CAM	ID	MY	PH	TH	VN	PCU			
<b>10</b>	<b>PROJECT PERSONNEL COMPONENT</b>	<b>(A)</b>	<b>(B)</b>	<b>C = (A-B)</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>Y = sum (1-8)</b>	<b>Z = Y - C</b>
1100	Project Personnel w/m	238,997.23	149,845.50	89,151.73	13,500.00	9,000.00	2,000.00	32,400.00	19,040.00	4,442.00	-	12,874.00	93,256.00	4,104.27
1200	Consultants w/m	1,315,005.25	820,621.54	494,383.71	10,748.00	35,100.00	55,000.00	30,047.41	15,440.00	41,327.00	243,300.00	1,173.00	432,135.41	(62,248.30)
1600	Travel on official business (above staff)	273,779.05	236,265.18	37,513.87	2,309.75	500.00	7,700.00	7,000.00	6,400.00	10,999.00	4,500.00	2,871.71	42,280.46	4,766.59
1999	Component Total	1,827,781.53	1,206,732.22	621,049.31	26,557.75	44,600.00	64,700.00	69,447.41	40,880.00	56,768.00	247,800.00	16,918.00	567,671.87	(53,377.44)
<b>20</b>	<b>SUB-CONTRACT COMPONENT</b>													
2100	Sub-contracts (MoU's/LA's for UN cooperating agencies)	-	-	-	-	-	-	-	-	-	-	-	-	-
2200	Sub-contracts (MoU's/LA's for non-profit supporting organizations)	274,063.49	117,124.85	156,938.64	13,000.00	-	-	35,708.51	-	10,776.00	11,000.00	99,176.00	169,660.51	12,721.87
2300	Sub-contracts (commercial purposes)	81,129.28	42,168.46	38,960.82	-	-	-	10,000.00	-	5,000.00	28,720.00	5,000.00	48,720.00	9,759.18
2999	Component Total	355,192.77	159,293.31	195,899.46	13,000.00	-	-	45,708.51	-	15,776.00	39,720.00	104,176.00	218,380.51	22,481.05
<b>30</b>	<b>TRAINING COMPONENT</b>													
3200	Group training (study tours, field trips, workshops, seminars, etc)	293,417.77	139,391.16	154,026.61	5,840.00	15,000.00	35,000.00	-	16,372.63	29,668.00	32,200.00	5,732.00	139,812.63	(14,213.98)
3300	Meetings/conferences (give title)	316,330.18	166,959.82	149,370.36	35,555.75	18,581.03	15,826.77	30,883.35	12,200.00	15,648.00	60,744.71	15,852.00	205,291.61	55,921.25
3999	Component Total	609,747.95	306,350.98	303,396.97	41,395.75	33,581.03	50,826.77	30,883.35	28,572.63	45,316.00	92,944.71	21,584.00	345,104.24	41,707.27
<b>40</b>	<b>EQUIPMENT &amp; PREMISES COMPONENT</b>													
4100	Expendable equipment (items under \$1,500 each, for example)	5,336.12	3,385.76	1,950.36	1,112.50	-	1,400.00	-	2,400.00	-	340.24	-	5,252.74	3,302.38
4200	Non-expendable equipment (computers, office equip, etc)	43,760.99	43,483.83	277.16	400.00	-	-	-	-	-	-	-	400.00	122.84
4300	Premises (office rent, maintenance of premises, etc)	18,585.28	13,766.00	4,819.28	-	-	4,819.28	-	-	-	-	-	4,819.28	-
4999	Component Total	67,682.39	60,635.59	7,046.80	1,512.50	-	6,219.28	-	2,400.00	-	340.24	-	10,472.02	3,425.22
<b>50</b>	<b>MISCELLANEOUS COMPONENT</b>													
5100	Operation and maintenance of equip.	876.60	937.00	(60.40)	874.50	-	-	-	800.00	-	720.77	-	2,395.27	2,455.67
5200	Reporting costs (publications, maps, newsletters, printing, etc)	30,489.29	8,707.35	21,781.94	2,775.00	612.40	4,000.00	3,749.77	400.00	4,500.00	9,336.83	-	25,374.00	3,592.06
5300	Sundry (communications, postage, freight, clearance charges, etc)	8,229.49	6,869.64	1,359.85	455.25	-	-	890.09	-	-	1,800.00	(69.33)	3,076.01	1,716.16
5400	Hospitality and entertainment	-	-	-	-	-	-	-	-	-	-	-	-	-
5500	Evaluation (consultants fees ETC)	100,000.00	-	100,000.00	-	-	-	-	-	-	78,000.00	-	78,000.00	(22,000.00)
5999	Component Total	139,595.38	16,513.99	123,081.39	4,104.75	612.40	4,000.00	4,639.86	1,200.00	4,500.00	89,857.60	(69.33)	108,845.28	(14,236.11)
99 9999	<b>GRAND TOTAL</b>	<b>3,000,000.0</b>	<b>1,749,526.09</b>	<b>1,250,473.92</b>	<b>86,570.75</b>	<b>78,793.43</b>	<b>125,746.05</b>	<b>150,679.13</b>	<b>73,052.63</b>	<b>122,360.00</b>	<b>470,662.55</b>	<b>142,608.67</b>	<b>1,250,473.92</b>	<b>(0.00)</b>

Appendix 2

3rd Revision of the Project Budget (as of 30 SEP 2021)*						
UNEP PROJECT NO						829
FINANCIAL YEAR						2020
FUND						3,000,000
ORG UNIT						
PROGRAMME						
PROJECT ID						5401
PROJECT SYMBOL						
Code	Description	Approved Budget after 2nd Budget Revision as of 30 Jun 2020	Cumulative Unspent Balance as of 30 September 21	3rd Revision of Budget (as of 30 SEP 2021)	Adjustment	Justification
<b>10</b>	<b>PROJECT PERSONNEL COMPONENT</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>C-A</b>	
1100	Project Personnel w/m	238,997	89,152	243,102	4,104	Ref:1
1200	Consultants w/m	1,315,005	494,384	1,252,757	(62,248)	Ref:2
1600	Travel on official business (above staff)	273,779	37,514	278,546	4,767	Ref:3
<b>1999</b>	<b>Component Total</b>	<b>1,827,782</b>	<b>621,049</b>	<b>1,774,404</b>	<b>(53,377)</b>	
<b>20</b>	<b>SUB-CONTRACT COMPONENT</b>					
2100	Sub-contracts (MoU's/LA's for UN cooperating agencies)	-	-	-	-	
2200	Sub-contracts (MoU's/LA's for non-profit supporting organizations)	274,063	156,939	286,785	12,722	Ref:4
2300	Sub-contracts (commercial purposes)	81,129	38,961	90,888	9,759	Ref:5
<b>2999</b>	<b>Component Total</b>	<b>355,193</b>	<b>195,899</b>	<b>377,674</b>	<b>22,481</b>	
<b>30</b>	<b>TRAINING COMPONENT</b>					
3200	Group training (study tours, field trips, workshops, seminars, etc)	293,418	154,027	279,204	(14,214)	Ref:6
3300	Meetings/conferences (give title)	316,330	149,370	372,251	55,921	Ref:7
<b>3999</b>	<b>Component Total</b>	<b>609,748</b>	<b>303,397</b>	<b>651,455</b>	<b>41,707</b>	
<b>40</b>	<b>EQUIPMENT &amp; PREMISES COMPONENT</b>					
4100	Expendable equipment (items under \$1,500 each, for example)	5,336	1,950	8,639	3,302	Ref:8
4200	Non-expendable equipment (computers, office equip, etc)	43,761	277	43,884	123	Ref:9
4300	Premises	18,585	4,819	18,585	-	Ref:10
<b>4999</b>	<b>Component Total</b>	<b>67,682</b>	<b>7,047</b>	<b>71,108</b>	<b>3,425</b>	
<b>50</b>	<b>MISCELLANEOUS COMPONENT</b>					
5100	Operation and maintenance of equipment	877	(60)	3,332	2,456	Ref:11
5200	Reporting costs (publications, maps, newsletters, printing, etc)	30,489	21,782	34,081	3,592	Ref:12
5300	Sundry (communications, postage, freight, clearance charges, etc)	8,229	1,360	9,946	1,716	Ref:13
5400	Hospitality and entertainment	-	-	-	-	
5500	Evaluation (consultants fees ETC)	100,000	100,000	78,000	(22,000)	Ref:14
<b>5999</b>	<b>Component Total</b>	<b>139,595</b>	<b>123,081</b>	<b>125,359</b>	<b>(14,236)</b>	
<b>99</b>	<b>9999 GRAND TOTAL</b>	<b>3,000,000</b>	<b>1,250,474</b>	<b>3,000,000</b>	<b>(0)</b>	

Ref	BL	Justifications
1	1100	Increase 1.7% to cover the activities requested from Thailand
2	1200	<b>Reduce</b> 4.73% mostly are from the PCU (38K) and Thailand (18K) to cover the anticipated expenses under the BL 1100 (4.1K), BL 3300 (55.9K), and BL5100 (2.45k)
3	1600	Increase 1.74% to cover the activities requested from SEAFDEC/PCU, Thailand, and Indonesia
4	2200	Increase 4.64% to cover the activities requested from SEAFDEC/PCU (~8.7k) to support the best practices and fishing gear improvements.
5	2300	Increase to cover the expenses from the PCU for financial audit for 2021 and 2022
6	3200	<b>Reduce</b> 4.84% mostly are from Indonesia, Malaysia and Viet Nam to cover the anticipated expenses under the BL1600 (4.77k) and BL2300 (9.76k). However, under this budget line, PCU and Thailand increase budget about 27.3K and 23.5K to support the training program at regional and national level, respectively.
7	3300	Increase 55.9 K to cover the activities by the PCU (13k), Indonesia (18.8k), Malaysia and Philippines (1k)
8	4100	Increase 3.3 K to cover the activities requested by the Cambodia (1.1k), Malaysia (1.4k), Thailand (2.4k), and PCU (0.34k)
9	4200	Increase 0.12k to cover the expenses before q3/2021
10	4300	No change
11	5100	Increase 2.45 K to cover the activities requested by the Cambodia, Thailand, and PCU.
12	5200	Increase 3.59 K to cover the activities requested by all countries and PCU.
13	5300	Increase 1.72 K to cover the activities requested by Cambodia, Philippines and the PCU
14	5500	<b>Reduce 22k</b> from the PCU to cover the anticipated expenses under the BL2200, BL4100, BL4200, BL5200, and BL5300