

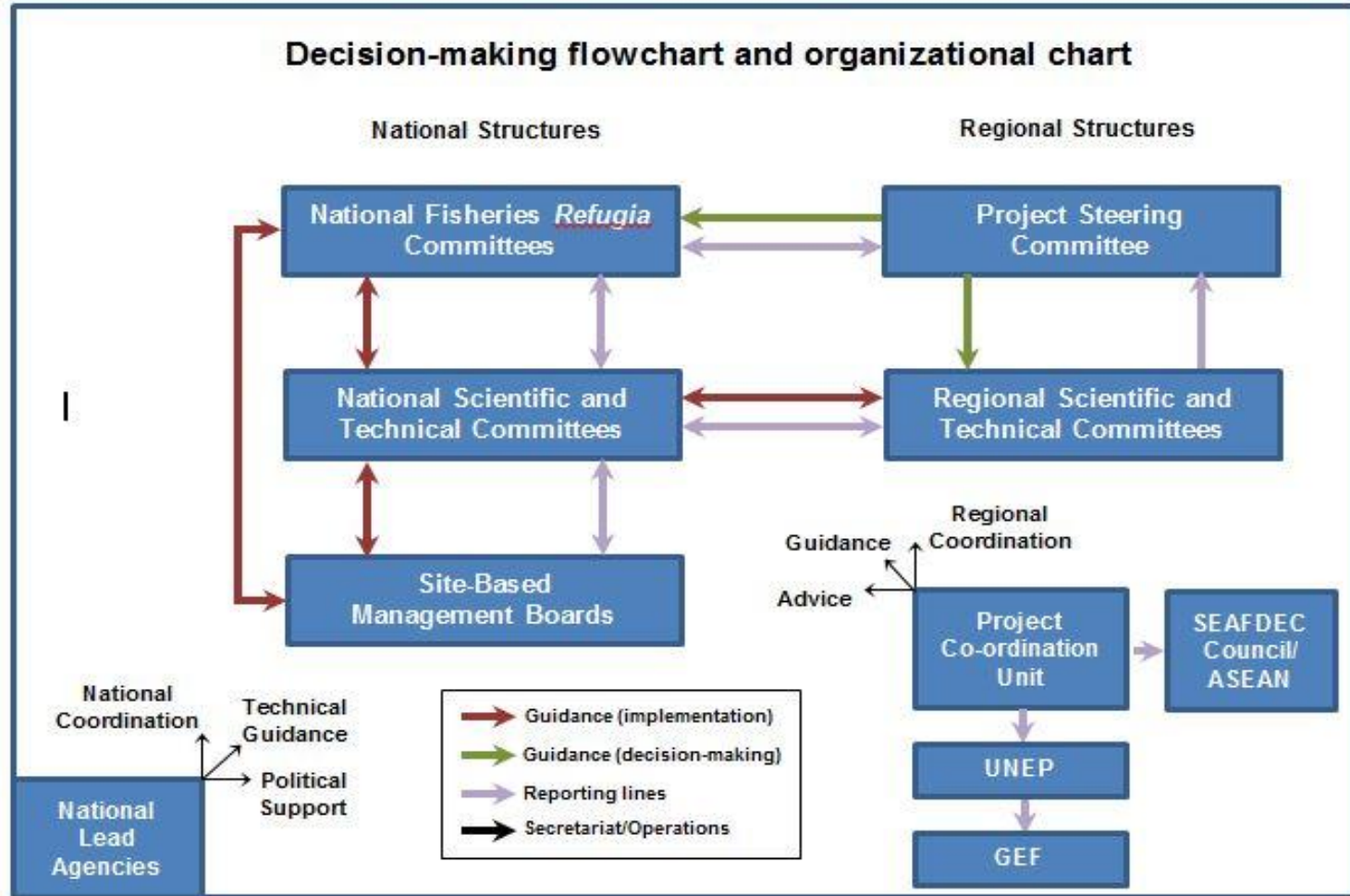


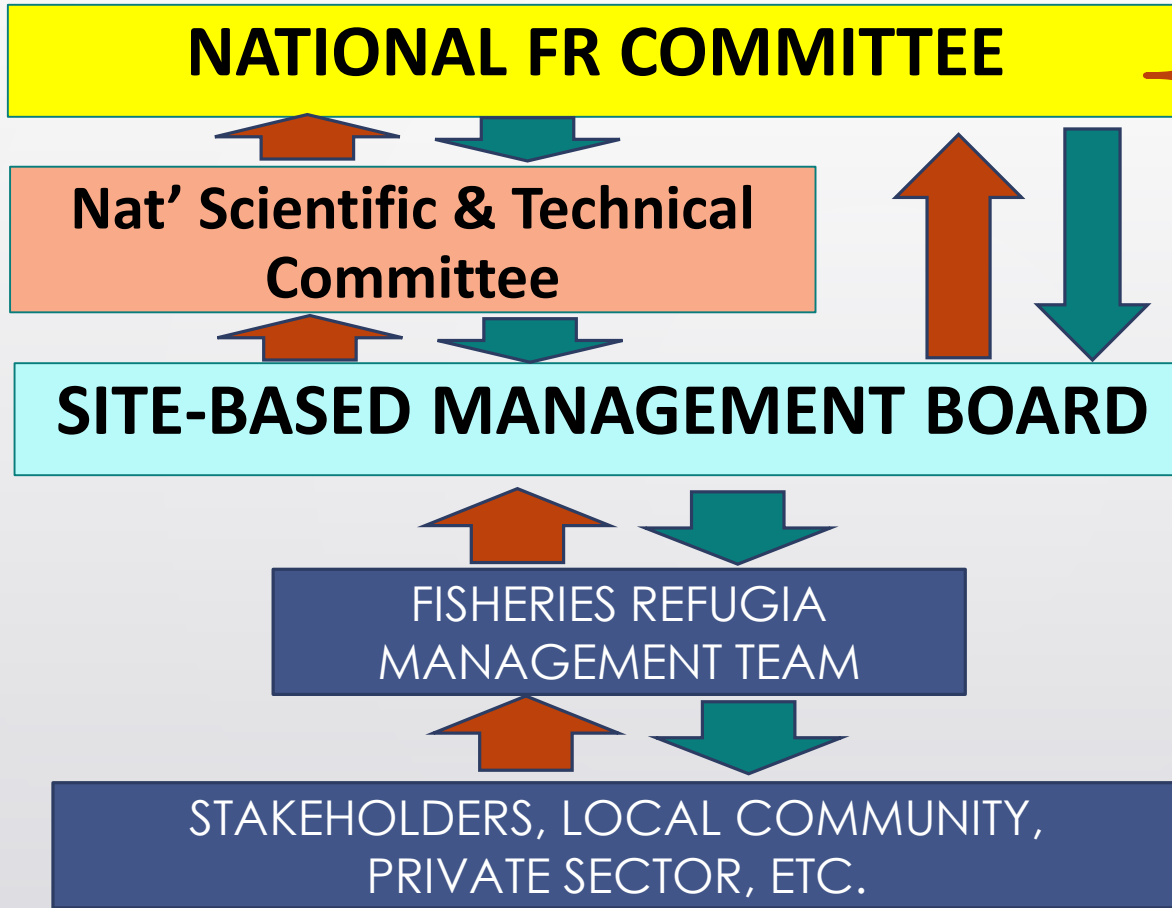
AGENDA 4:

CONSIDERATION OF THE TERMS OF REFERENCE AND RULES OF PROCEDURE FOR THE PROJECT STEERING COMMITTEE

Fisheries Refugia PCU

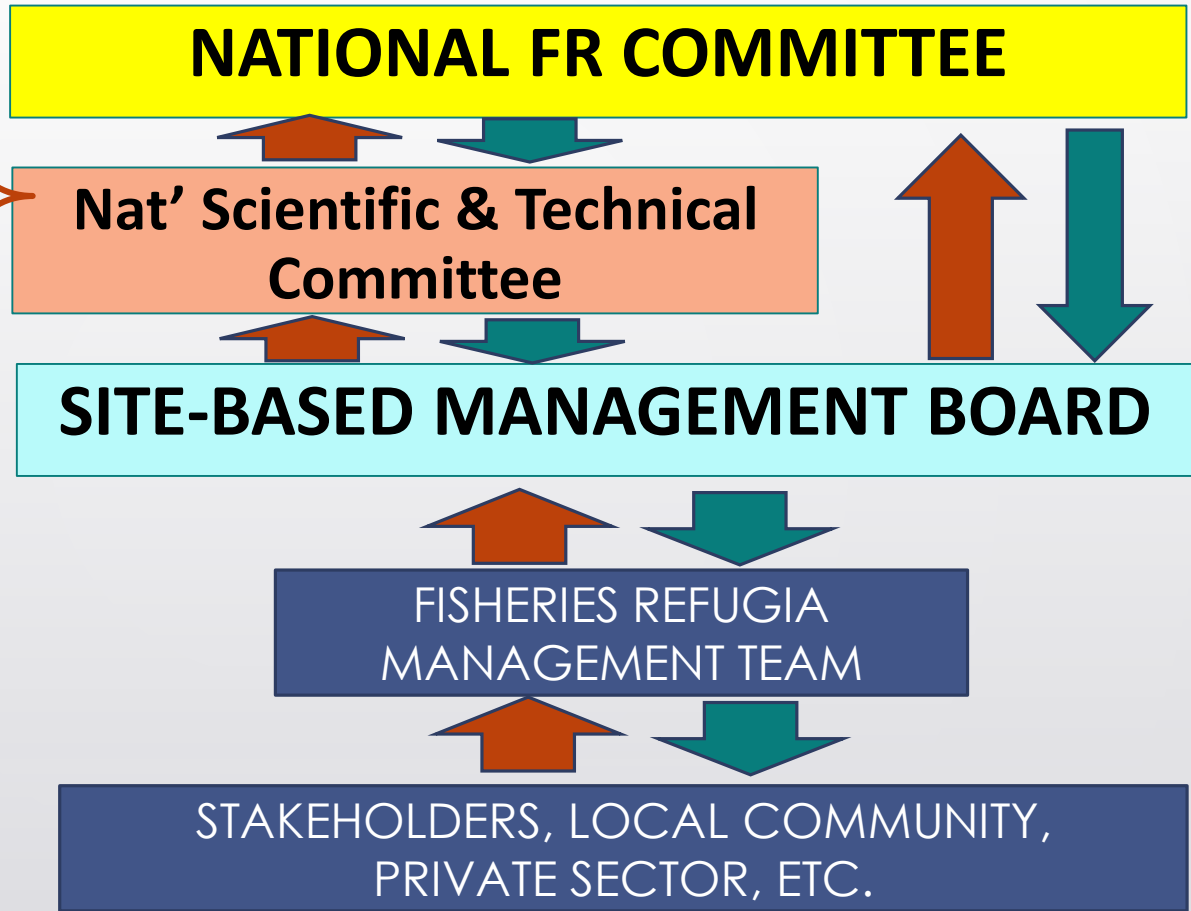
Decision-making flowchart and organizational chart

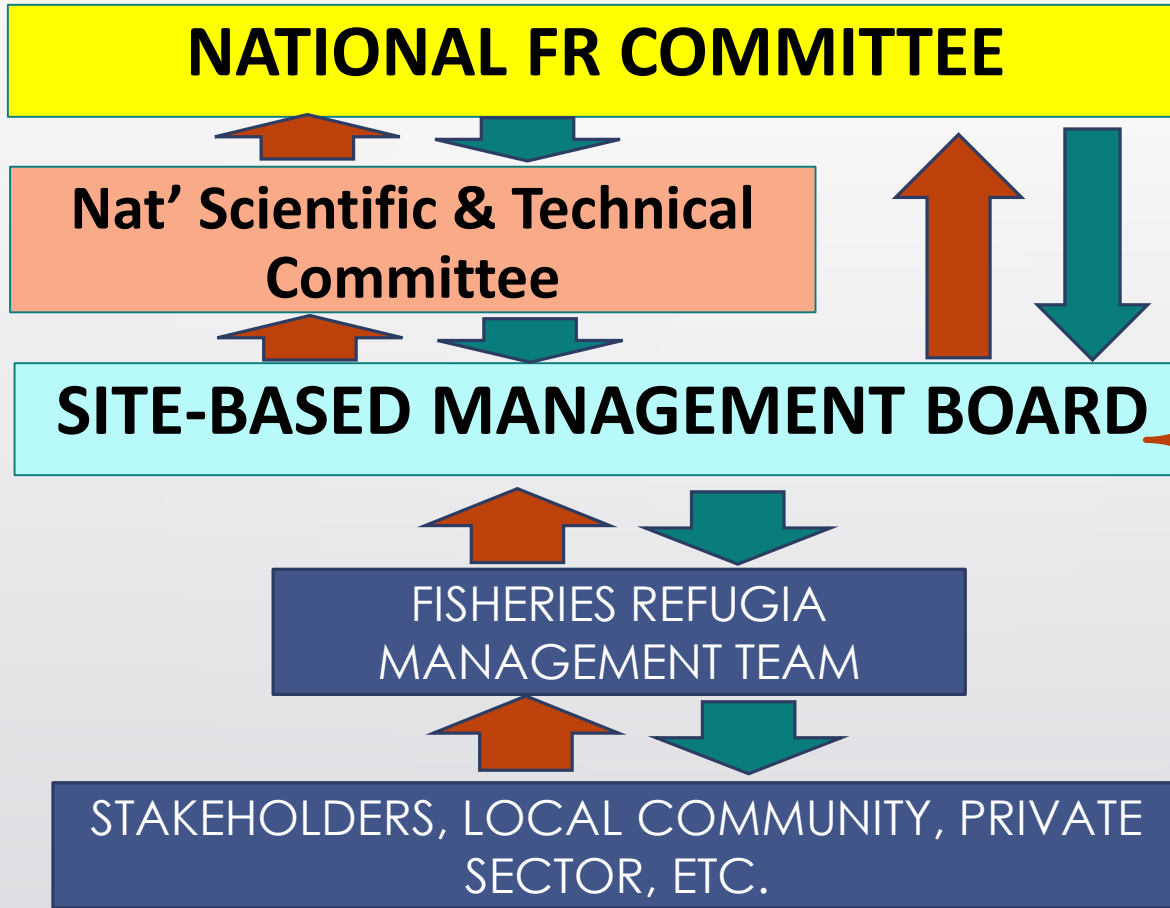




- responsibility for the execution of national level activities;
- Receive, review, and approve reports from the FRM Team;
- Meet on a quarterly basis;
- Provide direction and strategic guidance to the National Lead Agency and Site-based MB;
- Review planned and ongoing fisheries & environment projects to identify the opportunity for coop.;
- Assess stakeholder involvement in fisheries and env. Management;
- Approve annual progress reports for transmission to SEAFDEC/UNEP.
- Assist the national lead agency and national focal point in securing co-financing committed to the project

- Meet bi-annual basis
- Review, evaluate and provide guidance for improvement on FR:
- Provide the NFRC with recommendations on proposed national and site-based activities, work plans, and budgets
- Provide the NFRC with technical guidance to improve project activities and reform of policy, legislation and institutional arrangements;
- Receive, and review reports, data and information from the fisheries refugia sites;
- Ensure that planned national activities are consistent with the national results framework;
- Monitoring and reporting of project results





- Meet on a quarterly basis;
- Receive, review and approve reports from the Fisheries Refugia Management Team
- Assist the Fisheries Refugia Management Team
- Review stakeholder involvement;
- Ensure compatibility for fisheries and coastal habitat management;
- Review and evaluate, at the site level, progress and provide guidance (UP AND DOWN)
- Approve quarterly progress reports for transmission to the meetings of NFRC;
- Facilitate the approval and implementation by the competent municipal authority,

NATIONAL LEAD AGENCIES

- Assume overall responsibility for the execution of the national-level activities;
- Provide Secretariat support to the operation of the NFRC and the NSTC;
- Nominate a National Focal Point to (a) act as the main point of contact with SEAFDEC, UN Environment, Chairs of the NFRC, NSTC and site based management boards, and (b) participate in annual regional Project Steering Committee meetings;
- Plan and implement activities based on the results framework, in the National Pro-doc;
- Prepare and facilitate endorsement of quarterly costed work plans by the NFRC;
- Prepare and submit quarterly progress reports, expenditure reports, and cash advance requests for endorsement by the NFRC and subsequent submission to the PCU;
- Prepare annual progress reports on national-level activities and results of efforts to establish operational management of priority fisheries refugia sites;
- Provide SEAFDEC with certified periodic financial statements, and with an annual audit of the financial statements

PROJECT STEERING COMMITTEE

- Provide direction and strategic guidance to the Project Co-ordinating Unit (PCU) and to National Lead Agencies;
- Meet on an annual basis (Tentatively End of November);
- Receive, review, and approve reports from the PCU
- Assist the PCU for further enhance national capacity to develop integrated approaches fisheries and environmental management;
- Review stakeholder involvement in project activities;
- Ensure compatibility between the activities of site and other national level activities;
- Approve annual progress reports for transmission to the SEAFDEC Council, the Implementing Agency UN Environment and the GEF Secretariat;
- Assist the PCU in leveraging required project co-financing and additional funds that may be required from time to time;
- Work with the PCU and National Lead Agencies in mainstreaming integrated fisheries and environmental management
- Agree at their first meeting: a) the membership, meeting arrangements, and terms of reference of the committee; and b) such standing orders and manner of conducting business as may be considered necessary by the committee.

PROJECT CO-ORDINATING UNIT

- Assume general responsibility for the day-to-day management and implementation of all project objectives and activities
- Prepare the annual work plan of the project in close coordination with PSC, NFRC, NFP, UN Environment Task Manager, and relevant donors
- Facilitate liaison and networking between and among the 6 countries and all relevant Stakeholders
- Foster and establish links with other related programmes and projects and, where appropriate, with other regional GEF International Waters projects, e.g. IW-Learn
- Oversee the development of Terms of Reference for consultants and contractors
- Coordinate and oversee the preparation of the substantive and operational reports for the fisheries refugia project;
- Collect and disseminate information on policy, economic, social, scientific, and technical issues related to operation of a regional system of fisheries refugia;
- Promote public awareness and stakeholder engagement
- Lead in development of integrated & simplified results tracking and reporting tools for the project

DISCUSSION

- TOR of the National Lead Agency (WP.1f) as appeared as clause 3: The Lead agency to “Nominate a National Focal Point (NFP) to (a) act as the main point of contact with SEAFDEC, UN Environment, Chairs of the NFRC, NSTC and site-based management boards, and (b) participate in annual regional PSC meetings”
- In principal, the TOR of PSC, expected that NFP should act as a chair of NFRC, and participate to the PSC..
- But, in practical, many countries have high level as chair of NFRC,
- Refers to para 2.2, on the designate two members by country that whether we should name the National Focal Point (NFP) as one of the candidates and as a policy level of the NFRC. NFP would plays an important role not only to coordinate between Country and PCU, but also a key person to PSC meeting.

ACTION BY THE PROJECT STEERING COMMITTEE

- ❖ The committee is invited to consider the para 5.1 and 5.2 for further finalizing the WP.1a. and related WP. 1f, in addition provide comments on all provisional TORs in the WP. 1;
- ❖ The committee is requested to adopt all TORs as appeared in WP.1.