



**Establishment and Operation of a Regional System of
Fisheries *Refugia* in the South China Sea and Gulf of Thailand**

REPORT

**CONSULTATION MEETING ON
THE PREPARATION FOR FINANCIAL AUDIT**

BANGKOK, THAILAND

7 MARCH 2019

Prepared by
**DEPARTMENT OF FISHERIES
THAILAND**

**SOUTHEAST ASIAN FISHERIES DEVELOPMENT CENTER
TRAINING DEPARTMENT**



**Southeast Asian Fisheries
Development Center**



**United Nations
Environment**



**Global Environment
Facility**

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REPORT OF THE MEETING

1. Consultation meeting on the preparation for financial audit of the project entitled “Establishment and Operation of a Regional System of Fisheries Refugia in the South China Sea and Gulf of Thailand” was conducted at Marine Fisheries Research and Development Division, Department of Fisheries (DOF) on 7th March 2019. It was aimed to discuss and provide understanding on the format and details of financial reports required for audit. The meeting was chaired by Ms. Prulai Nootmorn, Senior Expert in Marine Fisheries, as National Focal Point for Thailand, and participated by other 8 corresponding personnel, listed as followed:

1)	Ms. Prulai Nootmorn (National Focal Point for Thailand)	Senior Expert in Marine Fisheries, Department of Fisheries
2)	Mr. Somboon Siriraksophon, Ph.D.	Director of Fisheries Refugia Project
3)	Mr. Weerasak Yingyuad	Technical Coordinator for Fisheries Refugia Project, SEAFDEC
4)	Ms. Parinthon Veerapattananon	Technical Staff, SEAFDEC
5)	Mr. Phongtorn Doungphanya	Auditor, P and A Audit Co.,Ltd.
6)	Ms. Ratana Munprasit	Fisheries Refugia Project Staff, Department of Fisheries
7)	Ms. Pannalak Srithong	Fisheries Refugia Project Staff, Department of Fisheries
8)	Ms. Jutima Jangjaiboon	Fisheries Refugia Project Staff, Department of Fisheries
9)	Ms. Chanokporn Muenchamnan	Fisheries Refugia Project Staff, Department of Fisheries

Conclusion of the Meeting

2. **Mr. Weerasak Yingyuad**, Technical Coordinator for Fisheries Refugia Project, presented to the meeting the summary of 2017- 2018 expenditures for Thailand which was usable for references. The expense summary was itemized in to 4 project components together with their activities, including their sub-total and total amounts of budget allocations and expenditures, as shown in annex 1.
3. **Mr. Weerasak** introduced the format of financial report which was categorized by components, activities, and UNEP budget lines. The report consisted of 4 parts: statement of net assets, statement of revenues and expenditures, schedules of expenditures, and details of activities expenditures, as shown in annex 2.
4. There followed a discussion regarding the preparation for audit including financial reports, payment vouchers, ledgers, and other needed financial documents.
5. It was agreed that Fisheries Refugia project staff of DOF would prepare financial reports and documents as discussed, and inform auditor from P and A Audit Co.,Ltd. when ready. It was advised to complete the audit process within June 2018.

ANNEX 1 : PROGRESS REPORT ON ACTIVITY-BASED EXPENDITURES FOR THAILAND (2017-2018)

Component 1	Identification and management of fisheries and critical habitat linkages at priority fisheries refugia in the South China Sea	ALLOCATE	EXPENDITURE AS OF 31 DEC 2018
Activity 1.1	Developing fisheries and coastal habitat information and data collection programmes for 14 priority fisheries refugia sites	14,500	21,577.07
Activity 1.2	Facilitating agreement among stakeholders on the boundaries of fisheries refugia at 14 priority fisheries refugia sites	19,900	10,487.43
Activity 1.3	Developing Community-Based Management Plans for 14 priority fisheries refugia sites	21,650	-
Activity 1.4	Establishing operational management for 14 priority fisheries refugia sites	37,900	-
Activity 1.5	Strengthening civil society and community organization participation in the management of 14 fisheries refugia sites	2,700	-
	sub-total	96,650	32,064.50
Component 2	Improving the management of critical habitats for fish stocks of transboundary significance via national and regional actions to strengthen the enabling environment and knowledge base for fisheries refugia management in the South China sea	ALLOCATE	EXPENDITURE AS OF 31 DEC 2018
Activity 2.1	Enhancing policy guidance for improved management of the effects of fishing on critical habitats in the 6 participating countries	14,000	110.82
Activity 2.2	Defining the policy and legal basis for formal designation and establishment of fisheries refugia in the 6 participating countries	7,000	-
Activity 2.3	Development of national guidelines on the establishment and operation of fisheries refugia and reflected in an updated regional refugia action plan	10,000	-
Activity 2.4	Reforming national and regional policy, legal and planning frameworks for demarcating boundaries and managing refugia	21,000	-
Activity 2.5	Enhancing access to information relating to status and trends in fish stocks and their habitats in waters of the SCS marine basin	16,000	-
Activity 2.6	Improved national and regional-level management and sharing of information and data on fish early life history in the waters of SCS	19,500	-
Activity 2.7	Enhancing access to information relating to the locations and status of coastal habitats and management areas in the SCS	15,000	-
Activity 2.8	Strengthening the information base for the planning, monitoring and evaluation of management at priority fisheries refugia sites	3,500	-
	sub-total	106,000	110.82
Component 3	Information Management and Dissemination in support of national and regional level implementation of the fisheries refugia concept	ALLOCATE	EXPENDITURE AS OF 31 DEC 2018
Activity 3.1	Enhancing uptake of best practices in integrating fisheries management and biodiversity conservation in the 6 participating countries	14,600	-
Activity 3.2	Improving community acceptance of area based approaches to marine management in the 6 participating countries	13,000	-
Activity 3.3	Knowledge generated and experiences from establishing and operating fisheries refugia captured and shared nationally, regionally	5,000	-
	sub-total	32,600	-
Component 3	National and regional cooperation and coordination for integrated fish stock and critical habitat management in the South China Sea	ALLOCATE	EXPENDITURE AS OF 31 DEC 2018
Activity 4.1	Strengthened cross-sectoral coordination in the establishment and operation of fisheries refugia in the participating countries	4,000	15.31
Activity 4.2	Harnessing national scientific and technical expertise and knowledge to inform policy, legal and institutional reforms for fisheries refugia	2,000	76.26
Activity 4.3	Catalyzing local community action via establishment and operation of site- based management boards at 14 priority refugia sites	6,750	-
	sub-total	12,750	91.57
TOTAL PROJECT COST (\$) AND EXPENDITURES BY THAILAND		248,000	32,266.89

ANNEX 2
FINANCIAL-REPORT TEMPLATE

SEAFDEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)

STATEMENT OF NET ASSETS

AS AT.....

	2017-2018	
	THB Local Currency	US\$ (1US\$ =)
ACCUMULATED FUND		
As at	<hr/> <hr/>	<hr/> <hr/>
REPRESENTAED BY		
Current assets		
* Cash and cash equivalent	<input type="text"/>	<input type="text"/>
* Other receivables	<input type="text"/>	<input type="text"/>
* Advances	<input type="text"/>	<input type="text"/>
* Prepayment	<input type="text"/>	<input type="text"/>
Total Assets	<hr/>	<hr/>
Less: Liabilities		
* Accured payable	<input type="text"/>	<input type="text"/>
Total Liabilities	<hr/>	<hr/>
NET ASSETS	<hr/> <hr/>	<hr/> <hr/>

Prepared by _____

 Assistant of Account

Certified by _____

 Head of Account

Approved by _____

 Head of National Institution

SEAFDEC/UNEP/GEF PROJECT FOR (CONUNTRY NAME)
STATEMENT OF REVENUES AND EXPENDITURES
 FOR A PERIOD XXXX-XXXX

		2017-2018	
		THB Local Currency	US\$ (1US\$ =)
REVENUES			
* Contribution from UNEP/GEF			
* Interest received			
* Exchange Gain (Loss)			
TOTAL REVENUES			
EXPENDITURES			
COM-I	Identification and management of fisheries and critical habitat linkages at priority fisheries refugia		
COM-II	Improving the management of critical habitats for fish stocks of transboundary significance via national and regional actions to strengthen the enabling environment and knowledge-base for fisheries refugia management		
COM-III	Information Management and Dissemination in support of national and regional-level implementation of the fisheries refugia concept		
COM-IV	National and regional cooperation and coordination for integrated fish stock and critical habitat management in the South China Sea		
COM-V			
TOTAL EXPENDITURES			
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES			

SEAFCDEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)

SCHEDULES OF EXPENDITURES

FOR THE PERIOD. XXXX-XXXX

2017-2018

	THB Local Currency	US\$ (1US\$ =)
COMPONENT I:		
Identification and management of fisheries refugia		
ACTIVITIES		
1.1	Developing fisheries and coastal habitat information and data collection programmes	
1.2	Facilitating agreement among stakeholders on the boundaries of fisheries refugia	
1.3	Developing Community-Based Management Plans	
1.4	Establishing operational management	
1.5	Strengthening civil society and community organization participation in the management of fisheries refugia sites	
TOTAL COMPONENT I		
COMPONENT II:		
Strengthening the enabling environment & knowledge base for management		
ACTIVITIES		
2.1	Enhancing policy guidance for improved management of the effects of fishing on critical habitats	
2.2	Defining the policy and legal basis for formal designation and establishment of fisheries refugia	
2.3	Development of national guidelines on the establishment and operation of fisheries refugia	
2.4	Reforming national policy, legal and planning frameworks for demarcating boundaries and managing refugia	
2.5	Enhancing access to information relating to status and trends in fish stocks and habitats	
2.6	Improving national-level management and sharing of information and data on fish early life history	
2.7	Enhancing access to information relating to the locations and status of coastal habitats and management areas	
2.8	Strengthening the information base for the planning, monitoring and evaluation of management at priority fisheries refugia sites	
2.9	Improved basin-wide understanding of linkages between ocean circulation patterns, nutrient/chlorophyll concentrations, and sources and sinks of fish larvae in the South China Sea	
2.10	Regionally and locally appropriate best practices generated to address the effects of trawl and push net fishing on seagrass habitat, and the capture of juveniles, pre-recruits and fish in spawning condition	
TOTAL COMPONENT II		

SEAFDEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)

SCHEDULES OF EXPENDITURES

FOR THE PERIOD. XXXX-XXXX

		2017-2018	
		THB	US\$
		Local Currency	(1US\$ =)
COMPONENT III:			
Information Management and Dissemination in support of national-level implementation of the fisheries refugia concept			
ACTIVITIES			
3.1	Enhancing national uptake of best practices in integrating fisheries management and biodiversity conservation		
3.2	Improving community acceptance of area-based approaches to marine management		
3.3	Knowledge generated & experiences from establishing and operating fisheries refugia captured & shared nationally, regionally, & globally		
3.4	Information and Education Campaigns for small-scale fisherfolk on the links between fisheries, habitats and biodiversity		
3.5	Standardised methods for collection and analysis of info and data on refugia effectiveness (including indicator system)		
TOTAL COMPONENT III			
COMPONENT IV:			
National coordination for integrated fish stock and critical habitat management			
ACTIVITIES			
4.1	Strengthened cross-sectoral coordination in the establishment and operation of fisheries refugia		
4.2	Harnessing national scientific and technical expertise and knowledge to inform policy, legal and institutional reforms for fisheries refugia		
4.3	Catalyzing local community action via establishment and operation of site-based management boards at priority refugia sites		
4.4	Regional cooperation in the integration of scientific knowledge and research outputs with management		
4.5	Regional cooperation in the establishment and operation of a regional system of fisheries refugia		
4.6	Effective coordination of regional and national level activities and reporting		
TOTAL COMPONENT IV			

**SEAFDEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)
 DETAILS OF ACTIVITIES EXPENDITURES
 FOR A PERIOD: XXXX - XXXX**

		2017-2018	
		THB Local Currency	US\$ (1US\$ =)
Component I:			
Identification and management of fisheries refugia			
Activities			
1.1	Developing fisheries and coastal habitat information and data collection programmes		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting/Conferences	_____	
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	
	sub-activity 1.1		
1.2	Facilitating agreement among stakeholders on the boundaries of fisheries refugia		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc)	_____	
	3300: Meting/Conferences	_____	
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc)	_____	
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc)	_____	
	sub-activity 1.2		

SEAFDEC/UNEP/GEF PROJECT FOR (CONUNTRY NAME)
DETAILS OF ACTIVITIES EXPENDITURES
 FOR A PERIOD. XXXX - XXXX

		2017-2018	
		THB	US\$
		Local	(1US\$ =
		Currency)
Component I:			
Identification and management of fisheries refugia			
Activities			
1.3	Developing Community-Based Management Plans		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
20	Sub-contract Component		
	2200: Sub-contracts (MoU ¹ LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting/Conferences	_____	
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	
sub-activity 1.3		=====	=====
1.4	Establishing operational management		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
20	Sub-contract Component		
	2200: Sub-contracts (MoU ¹ LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting/Conferences	_____	
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	
sub-activity 1.4		=====	=====
COMPONENT-I/1	Page 6	BUDGETLINE BASED EXPENDITURES	

SEAFDEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)
DETAILS OF ACTIVITIES EXPENDITURES
 FOR A PERIOD: XXXX - XXXX

		2017-2018	
		THB Local Currency	US\$ (1US\$ =)
Component I:			
Identification and management of fisheries refugia			
Activities			
1.5	Strengthening civil society and community organization participation in the management of fisheries refugia sites		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
20	Sub-contract Component		
	2200: Sub-contracts (MoU/LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
30	Training Component		
	3200: Group training (study tours, field trips, ws, seminar, etc.)	_____	
	3300: Meeting/Conferences	_____	
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	
	sub-activity 1.5		
	TOTAL COMPONENT-I		

SEA/DEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)
DETAILS OF ACTIVITIES EXPENDITURES
 FOR A PERIOD. XXXX - XXXX

		2017-2018	
		THB	US\$
		Local Currency	(1US\$ =)
Component II:			
Strengthening the enabling environment & knowledge base for management			
Activities			
2.1	Enhancing policy guidance for improved management of the effects of fishing on critical habitats		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	_____
20	Sub-contract Component		
	2200: Sub-contracts (MoU/LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	_____
30	Training Component		
	3200: Group training (study tours, field trips, ws, seminar, etc.)	_____	
	3300: Meeting/Conferences	_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	_____
	sub-activity 2.1	=====	=====
2.2	Defining the policy and legal basis for formal designation and establishment of fisheries refugia		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	_____
20	Sub-contract Component		
	2200: Sub-contracts (MoU/LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	_____
30	Training Component		
	3200: Group training (study tours, field trips, ws, seminar, etc.)	_____	
	3300: Meeting/Conferences	_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	_____
	sub-activity 2.2	=====	=====

SEAFDEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)

DETAILS OF ACTIVITIES EXPENDITURES

FOR A PERIOD: XXXX - XXXX

		2017-2018	
		THB	US\$
		Local	(1US\$ =)
		Currency	
Component II:			
Strengthening the enabling environment & knowledge base for management			
Activities			
2.3	Development of national guidelines on the establishment and operation of fisheries refugia		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	_____
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	_____
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting/Conferences	_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	_____
	sub-activity 2.3	=====	=====
2.4	Reforming national policy, legal and planning frameworks for demarcating boundaries and managing refugia		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	_____
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	_____
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting/Conferences	_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	_____
	sub-activity 2.4	=====	=====

SEAFCDEC/UNEP/GEF PROJECT FOR (CONUNTRY NAME)

DETAILS OF ACTIVITIES EXPENDITURES

FOR A PERIOD. XXXX - XXXX

		2017-2018	
		THB	US\$
		Local Currency	(1US\$ =)
Component II:			
Strengthening the enabling environment & knowledge base for management			
Activities			
2.5	Enhancing access to information relating to status and trends in fish stocks and habitats		
10	Project Personnel Component		
	1100: Project Personnel		
	1200: Consultants		
	1600: Travel on Official business		
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)		
	2300: Sub-contracts (commercial purposes)		
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)		
	3300: Meting/Conferences		
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)		
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)		
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)		
	sub-activity 2.5		
2.6	Improving national-level management and sharing of information and data on fish early life history		
10	Project Personnel Component		
	1100: Project Personnel		
	1200: Consultants		
	1600: Travel on Official business		
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)		
	2300: Sub-contracts (commercial purposes)		
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)		
	3300: Meting/Conferences		
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)		
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)		
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)		
	sub-activity 2.6		

SEAFDEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)
DETAILS OF ACTIVITIES EXPENDITURES
 FOR A PERIOD: XXXX - XXXX

		2017-2018	
		THB Local Currency	US\$ (1US\$ =)
Component II:			
Strengthening the enabling environment & knowledge base for management			
Activities			
2.7	Enhancing access to information relating to the locations and status of coastal habitats and management areas		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
		_____	_____
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
		_____	_____
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting/Conferences	_____	
		_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	
		_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	
	sub-activity 2.7	_____	_____
2.8	Strengthening the information base for the planning, monitoring and evaluation of management at priority fisheries refugia sites		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
		_____	_____
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
		_____	_____
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting/Conferences	_____	
		_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	
		_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	
	sub-activity 2.8	_____	_____

SEAFDEC/UNEP/GEF PROJECT FOR (CONUNTRY NAME)
DETAILS OF ACTIVITIES EXPENDITURES FOR
A PERIOD. XXXX - XXXX

		2017-2018	
		THB	US\$
		Local	(1US\$ =)
		Currency	()
Component III:			
Information Management and Dissemination in support of national-level implementation of the fisheries refugia concept			
Activities			
3.1	Enhancing national uptake of best practices in integrating fisheries management and biodiversity conservation		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
		_____	_____
20	Sub-contract Component		
	2200: Sub-contracts (MoU/LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
		_____	_____
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting/Conferences	_____	
		_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	
		_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	
		_____	_____
	sub-activity 3.1	_____	_____
3.2	Improving community acceptance of area-based approaches to marine management		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
		_____	_____
20	Sub-contract Component		
	2200: Sub-contracts (MoU/LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
		_____	_____
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting/Conferences	_____	
		_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	
		_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	
		_____	_____
	sub-activity 3.2	_____	_____

**SEAFDEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)
 DETAILS OF ACTIVITIES EXPENDITURES
 FOR A PERIOD. XXXX – XXXX**

		2017-2018	
		THB	US\$
		Local	(1US\$ =
		Currency)
Component III:			
Information Management and Dissemination in support of national-level implementation of the fisheries refugia concept			
Activities			
3.3	Knowledge generated & experiences from establishing and operating fisheries refugia captured & shared nationally, regionally, & globally		
10	Project Personnel Component		
	1100: Project Personnel		
	1200: Consultants		
	1600: Travel on Official business		
20	Sub-contract Component		
	2200: Sub-contracts (MoU/LA's for non-profit supporting organizations)		
	2300: Sub-contracts (commercial purposes)		
30	Training Component		
	3200: Group training (study tours, field trips, ws, seminar, etc.)		
	3300: Meeting/Conferences		
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)		
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)		
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)		
	sub-activity 3.3		
	TOTAL COMPONENT III		

SEAFDEC/UNEP/GEF PROJECT FOR (CONUNTRY NAME)
DETAILS OF ACTIVITIES EXPENDITURES
 FOR A PERIOD. XXXX - XXXX

		2017-2018	
		xxxx	US\$
		Local Currency	(1US\$ =)
Component IV:			
National coordination for integrated fish stock and critical habitat management			
Activities			
4.1	Strengthened cross-sectoral coordination in the establishment and operation of fisheries refugia		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
20	Sub-contract Component	_____	_____
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	_____
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting Conferences	_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	_____
sub-activity 4.1		=====	=====
4.2	Harnessing national scientific and technical expertise and knowledge to inform policy, legal and institutional reforms for fisheries refugia		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	_____
30	Training Component		
	3200: Group training (study tours, filed trips, ws, seminar, etc.)	_____	
	3300: Meting Conferences	_____	_____
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	_____
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	_____
sub-activity 4.2		=====	=====

SEAFDEC/UNEP/GEF PROJECT FOR (COUNTRY NAME)
DETAILS OF ACTIVITIES EXPENDITURES
 FOR A PERIOD. XXXX - XXXX

		2017-2018	
		XXXX Local Currency	US\$ (1US\$ =)
Component IV:			
National coordination for integrated fish stock and critical habitat management			
Activities			
4.3	Catalyzing local community action via establishment and operation of site-based management boards at priority refugia sites		
10	Project Personnel Component		
	1100: Project Personnel	_____	
	1200: Consultants	_____	
	1600: Travel on Official business	_____	
20	Sub-contract Component		
	2200: Sub-contracts (MoU'LA's for non-profit supporting organizations)	_____	
	2300: Sub-contracts (commercial purposes)	_____	
30	Training Component		
	3200: Group training (study tours, field trips, ws, seminar, etc.)	_____	
	3300: Meeting/Conferences	_____	
40	Equipment & Premises Component		
	4200: Non-expendable equipment (Computer, office equipment, etc.)	_____	
50	Miscellaneous Component		
	5200: Reporting costs (Publications, maps, newsletters, printing, etc.)	_____	
	5500: Evaluation (consultants fees/travel/DSA, admin support, etc.)	_____	
	sub-activity 4.3		
	TOTAL COMPONENT III	=====	=====