



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

REPORT

**THE FOURTH MEETING
OF THAILAND NATIONAL FISHERIES REFUGIA COMMITTEE**

BANGKOK, THAILAND

29 MARCH 2019

Prepared by
**DEPARTMENT OF FISHERIES
THAILAND**

**SOUTHEAST ASIAN FISHERIES DEVELOPMENT CENTER
TRAINING DEPARTMENT**



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REPORT OF THE MEETING

1. The fourth meeting of Thailand National Fisheries Refugia Committee for the Project entitled “Establishment and Operation of a Regional System of Fisheries Refugia in the South China Sea and Gulf of Thailand” was organized by the Department of Fisheries on 29th March 2019 at Department of Fisheries. The meeting was chaired by Dr. Adisorn Promthep, Director General of the Department of Fisheries and Chairman of the Committee. Meeting agenda and list of participants are shown in Annex 1 and 2, respectively. The meeting minutes are as follows:

AGENDA 1 REPORT OF THE CHAIRMAN

2. None

AGENDA 2 APPROVAL OF REPORT OF THE PREVIOUS MEETING

3. Ms. Prulai Nootmorn, Senior Expert in Marine Fisheries, Department of Fisheries, as the committee and secretary, informed the meeting that the previous meeting report, i.e. the report of the third meeting of Thailand National Fisheries Refugia Committee on 16th January 2019, had been delivered to each committee for consideration. In this regard, she requested the meeting to consider, amend, and approve the report.
4. Meeting Resolution: The meeting approved the report of the third meeting of Thailand National Fisheries Refugia Committee on 16th January 2019.

AGENDA 3 MATTERS OF REPORT

3.1 Notification of Trat Province No. 472/2562 Re: Appointment of Site-Based Fisheries Refugia Management Board in Trat Province dated 12th March B.E. 2562 (2019)

5. Ms. Prulai Nootmorn informed the meeting that members and TORs of Site-Based Fisheries Refugia Management Board in Trat Province had been revised due to the resolution of the 1st meeting of Thailand National Fisheries Refugia Committee. The revised members were defined by their positions rather than their names, consisted of representatives from corresponding government sectors, academics, NGOs, fisher associations, fisher groups, as well as fisheries expert members of Trat Provincial Fisheries Committee, totally 31 board members chaired by Director of Trat Provincial Fisheries Office. TORs were also revised for the consistency to those in the Project Document for Thailand.
6. **Ms. Prulai** further informed that the previous Notification of Trat Province No. 499/2561 Re: Appointment of Site-Based Fisheries Refugia Management Board in Trat Province dated 22th March B.E. 2561 (2018) was cancelled and replaced by the revised one.
7. **Ms. Prulai** presented to the meeting the revised members and TORs of Site-Based Fisheries Refugia Management Board in Trat Province included in the Notification of Trat Province No. 472/2562 Re: Appointment of Site-Based Fisheries Refugia Management Board in Trat Province dated 12th March B.E. 2562 (2019), as shown in Annex 3
8. **Meeting Resolution:** The meeting acknowledged

3.2 Notification of Surat Thani Province No. 2079/2562 Re: Appointment of Site-Based Fisheries Refugia Management Board in Surat Thani Province dated 20th March B.E. 2562 (2019)

9. Ms. Prulai Nootmorn informed the meeting that members and TORs of Site-Based Fisheries Refugia Management Board in Surat Thani Province had also been revised due to the resolution of the 1st meeting of Thailand National Fisheries Refugia Committee. The revision was in the

same way as those of the Notification of Trat Province. The board was chaired by Director of Surat Thani Provincial Fisheries Office, consisted of 38 members in total.

10. **Ms. Prulai** further informed that the previous Notification of Surat Thani Province No. 702/2561 Re: Appointment of Site-Based Fisheries Refugia Management Board in Surat Thani Province dated 31st January B.E. 2561 (2018) was cancelled and replaced by the revised one.
11. **Ms. Prulai** presented to the meeting the revised members and TORs of Site-Based Fisheries Refugia Management Board in Surat Thani Province included in the Notification of Surat Thani Province No. 2079/2562 Re: Appointment of Site-Based Fisheries Refugia Management Board in Trat Province dated 20th March B.E. 2562 (2019), as shown in Annex 4
12. **Meeting Resolution:** The meeting acknowledged.

3.3 Co-financing from Thailand

13. Ms. Prulai Nootmorn noted that according to the Project Identification Form, Thailand had to support co-financing for implementing the Project in the amount of 913,688 US\$. In this regard, DOF had already allocated co-financing for 453,500 US\$ (15,550,524 baht) in the year 2017-2018, 298,528 US\$ in-kind and 154,972 US\$ in-cash.
14. **Mr. Weerasak Yingyuad**, Representative from Project Coordinating Unit, added the information to the meeting that in-kind co-financing could be calculated from all the meeting expenses and committee overheads, while the budget of relating research/project conducted by DOF would be in-cash co-financing.
15. **Meeting Resolution:** The meeting acknowledged.

3.4 Financial Audit for Thailand

16. Ms. Prulai Nootmorn informed the meeting that P&A Audit Company, the authorized audit company, would conduct a financial audit for the implementation of Fisheries Project in Thailand. Expense for such the audit would be supported by Project Coordinating Unit.
17. Meeting Resolution: The meeting acknowledged.

AGENDA 4 MATTERS FOR CONSIDERATION

4.1 Approval of Quarterly Progress Report, Expenditure Report, Costed Work Plan and Cash Advance Request

18. Ms. Prulai Nootmorn presented to the meeting the progress report and expenditure report of the 1th quarter, January-March 2019, and costed work plan and cash advanced request for the 2st quarter, April-June 2019, details of which are shown in annex 5, 6, 7, and 8, respectively, concluded as follows:

- Progress Report (January-March 2019)

There were 6 meetings for Project implementation as follows:

- The Third Meeting of Thailand National Fisheries Refugia Committee, Bangkok, Thailand, 16th January 2019
- Consultation Meeting for the Arrangement of Site-Based Fisheries Refugia Management Board in Surat Thani Province, Surat Thani Province, Thailand, 29th January 2019
- Consultation Meeting for the Arrangement of Site-Based Fisheries Refugia Management Board in Trat Province, Trat Province, Thailand, 20th February 2019
- Consultation Meeting for the Arrangement of Baseline Data Collection, Bangkok, Thailand, 28th February 2019

- Consultation Meeting on the Preparation for Financial Audit, Bangkok, Thailand, 7th March 2019
 - The Fourth Meeting of Thailand National Fisheries Refugia Committee, Bangkok, Thailand, 29th March 2019
 - Expenditure Report (January-March 2019)
 - Project budget allocation for the three-month period 18,832.00 US\$
 - Expenditure incurred for the three-month period 8,265.32 US\$
 - Unspent balance of budget for three-month period 10,566.68 US\$
 - Costed Work Plan (April-June 2019)
 - Project personnel and consultants 8,000.00 US\$
 - Travel on official business 2,000.00 US\$
 - Sub-contracts with non-profit supporting organization for conduct of fisheries and socio-economic assessment 6,000.00 US\$
 - Meetings of committees, boards, and others 9,000.00 US\$
 - Total costs 25,000.00 US\$
 - Cash Advance Request (April-June 2019)
 - Estimated disbursements for period ending 30th Jun 2019 25,000.00 US\$
 - Less : closing cash balance as at 31th March 2019 10,566.68 US\$
 - Total cash requirements for the period ending 30th Jun 2019 14,433.32 US\$
19. **Dr. Adisorn Promthep**, the chairman, recommended that there should be more explanation of unspent budget. He requested such the explanation in the next meeting.
20. **Meeting Resolution:** the meeting approved those progress report, expenditure report, costed work plan, and cash advanced request. The meeting also agreed with the chairman on his request.

AGENDA 5 ANY OTHER BUSINESS

21. **Ms. Praulai Nootmorn** explained to the meeting the preceding implementation of the Project. She pointed out that priority species and study areas for Fisheries Refugia in Thailand were fixed and all project committees for Thailand were appointed. The committee meetings were conducted periodically. Collection of baseline data: fishers, fisheries, socio-economics, and environments, would be done soon in Trat and Surat Thani Provinces.
22. **Dr. Adisorn Promthep** asked about the outputs and outcome of the Project.
23. **Mr. Weerasak Yingyuad** explained the outputs of the Project which comprised 4 components as follows:
- Component 1, Scientific Approach: Fisheries Refugia sites are established.
 - Component 2, Legal Approach: effective management in Fisheries Refugia sites are applied, resulted in 50 percent reduction in fishing pressure within sites at times critical to the life cycles of priority species.
 - Component 3, Information and Dissemination Approach: information, progress, lessons learned, reports, as well as knowledge management of Fisheries Refugia are disseminated by several medias including web portals.
 - Component 4, Cooperation Approach: decision makings for Fisheries Refugia management are executed via the mechanisms of project committee meetings.
24. **Dr. Adisorn** recommended that the year to be compared for calculation of 50 percent reduction in fishing pressure should be taken into consideration in order to reach the precise assessment.

He noted that suitable fishing gear alteration was much significant for fishing pressure reduction

25. **Dr. Adisorn** recommended about Fisheries Refugia in Trat Province that, due to Indo-Pacific mackerel as the priority species, study area should be defined broadly before constricted for actual Fisheries Refugia site. He also suggested that genetics of Indo-Pacific mackerel in the Gulf of Thailand studied by researchers from the Faculty of Fisheries of Kasetsart University should be taken into consideration for effective Project implementation.

26. **Meeting Resolution:** The meeting acknowledged.

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ANNEX 1

AGENDA

AGENDA 1 REPORT OF THE CHAIRMAN

AGENDA 2 APPROVAL OF REPORT OF THE PREVIOUS MEETING

AGENDA 3 MATTERS OF REPORT

- 3.1 Notification of Trat Province No. 472/2562 Re: Appointment of Site-Based Fisheries Refugia Management Board in Trat Province dated 12th March B.E. 2562 (2019)
- 3.2 Notification of Surat Thani Province No. 2079/2562 Re: Appointment of Site-Based Fisheries Refugia Management Board in Surat Thani Province dated 20th March B.E. 2562 (2019)
- 3.3 Co-financing from Thailand
- 3.4 Financial Audit for Thailand

AGENDA 4 MATTERS FOR CONSIDERATION

- 4.1 Approval of Quarterly Progress Report, Expenditure Report, Costed Work Plan and Cash Advance Request

AGENDA 5 ANY OTHER BUSINESS

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ANNEX 2**LIST OF PARTICIPANTS****Thailand National Fisheries Refugia Committee**

1.	Mr. Adisorn Promthep, Ph.D.	Director- General of the Department of Fisheries	Chairman
2.	Mr. Paiboon Bunliptanon	Director of Marine Fisheries Research and Development Division, Department of Fisheries	Committee
3.	Ms. Phantisha Chai-on	Fisheries Technical Officer, Coastal Aquaculture Research and Development Division, Department of Fisheries (Represented Director of Coastal Aquaculture Research and Development Division, Department of Fisheries)	Committee
4.	Mr. Supawat Kan-atireklap, Ph.D.	Director of the Marine and Coastal Resources Research and Development Center, the Eastern Gulf of Thailand, Department of Marine and Coastal Resources (Represented Director of Marine and Coastal Resources Research and Development Institute, Department of Marine and Coastal Resources)	Committee
5.	LCdr. Sansern Serirak	Director of Trat Provincial Fisheries Office, Department of Fisheries	Committee
6.	Mr. Somporn Kuasakul	Senior Fishery Officer, Surat Thani Provincial Fisheries Office, Department of Fisheries (represented Director of Surat Thani Provincial Fisheries Office)	Committee
7.	Mr. Weerasak Yingyuad	Representative from Project Coordinating Unit	Committee
8.	Ms. Praulai Nootmorn	Senior Expert in Marine Fisheries, Department of Fisheries	Committee and Secretary
9.	Mr. Kumpon Loychuen	Director of the Eastern Gulf Fisheries Research and Development Center (Rayong), Department of Fisheries	Committee and Assistant Secretary

Observers

1.	Ms. Charinthip Channakhorn	Fisheries Technical Officer, Coastal Aquaculture Research Development Division, Department of Fisheries
2.	Ms. Pannalak Srithong	Fisheries Refugia Project Staff, Department of Fisheries
3.	Ms. Jutima Jangjaiboon	Fisheries Refugia Project Staff, Department of Fisheries
4.	Ms. Chanokporn Muenchamnan	Fisheries Refugia Project Staff, Department of Fisheries

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ANNEX 3

(Unofficial Translation)

Notification of Trat Province

No. 472/2562

Re: Appointment of Site-Based Fisheries Refugia Management Board in Trat Province

The Department of Fisheries has have a cooperation for implementation of the project entitled “Establishment and Operation of a Regional System of Fisheries Refugia in the South China Sea and Gulf of Thailand” funded by Global Environmental Facility (GEF), which aim to improve management system of fisheries and critical marine habitats linkages in the South China Sea and Gulf of Thailand as well as promote sustainability of fisheries and fishing communities in the region. In this regard, coastal area in Trat Province has been selected for one of the fisheries refugia sites in Thailand.

In order to implement the project appropriately and efficiently, covering the entire coastal area of Trat Province, the Notification of Trat Province No. 499/2561 Re: Appointment of Committee and Working Group for consideration of Fisheries Refugia in Chang Strait of Trat Province for the project entitled Establishment and Operation of a Regional System of Fisheries Refugia in the South China Sea and Gulf of Thailand, dated 22th March B. E. 2561 shall be repealed. Thus, Site-Based Fisheries Refugia Management Board in Trat Province shall be appointed comprising the following members:

- | | |
|--|-----------|
| 1. Director of Trat Fisheries Provincial Office | Chairman |
| 2. Director of Eastern Gulf Fisheries Research and Development Center (Rayong),
Department of Fisheries | Committee |
| 3. Director of Marine and Coastal Resources Research and Development Center,
the Eastern Gulf of Thailand, Department of Marine and Coastal Resources | Committee |
| 4. Head of Mu Ko Chang National Park, Department of National Parks, Wildlife
and Plant Conservation | Committee |
| 5. Head of Marine National Park Operation Center 4 Trat, Department of National
Parks, Wildlife and Plant Conservation | Committee |
| 6. Head of Trat Marine Fisheries Patrol Unit, Department of Fisheries | Committee |
| 7. Head of Trat Marine and Coastal Resources Conservation Unit,
Department of Marine and Coastal Resources | Committee |
| 8. Chief of Muang Trat Fisheries District Office | Committee |
| 9. Chief of Khlong Yai Fisheries District Office | Committee |
| 10. Chief of Ko Chang Fisheries District Office | Committee |
| 11. Chief of Laem Ngop Fisheries District Office | Committee |
| 12. Chief of Khao Saming Fisheries District Office | Committee |
| 13. Asst. Prof. Sontaya Koolkalya, Ph.D., Faculty of Agricultural Technology,
Rambhai Barni Rajabhat University | Committee |
| 14. Ms. Penchan Laongmanee, Lecturer of the Faculty of Marine Technology,
Burapha University, Chanthaburi Campus | Committee |
| 15. Director of Sustainable Development Foundation | Committee |
| 16. Director of the Fisheries Association of Trat | Committee |
| 17. Director of the corporate Fisher Association of Khlong Yai District | Committee |
| 18. Chairman of the Local Fishing Community Organization of Ko Chang
Ecotourism Small-scale Fishing Boats | Committee |
| 19. Chairman of the Local Fishing Community Organization of Ban Nam Chieo
Ecotourism Small-scale Fishing Boats | Committee |
| 20. Chairman of the Local Fishing Community Organization of Nom Klao
Marine Conservation Group | Committee |
| 21. Chairman of the Local Fishing Community Organization of Khlong Takhian
Small-scale Fishing Group | Committee |

- | | |
|--|-----------------------------------|
| 22. Chairman of the Local Fishing Community Organization of Had Lek Subdistrict Fishing Group | Committee |
| 23. Chairman of the Local Fishing Community Organization of Ban Salak Khok Coastal Fishing Group | Committee |
| 24. Chairman of the Local Fishing Community Organization of Ko Kut Small-scale Fishing Group | Committee |
| 25. Chairman of the Local Fishing Community Organization of Ban Pak Khlong Small-scale Fishing Conservation Group | Committee |
| 26. Chairman of the Local Fishing Community Organization of Ban Khlong Lord Full-Egg-Crab Bank Group | Committee |
| 27. Mr. Phakdee Chonthawee, Chairman of Ruam Chai Purse Seine Association | Committee |
| 28. Mr. Sak Sawasdee, Representative from the Local Fishing Community Organization of Ao Yai Coastal Small-scale Fishing Conservation Group | Committee |
| 29. Head of Trat Marine Fisheries Research and Development Station, Department of Fisheries | Committee and Secretary |
| 30. Head of Fishing Ground Development and Rehabilitation Unit, Eastern Gulf Fisheries Research and Development Center (Rayong), Department of Fisheries | Committee and Assistant Secretary |
| 31. Head of Fisheries Administration and Management Group, Trat Fisheries Provincial Office, Department of Fisheries | Committee and Assistant Secretary |

Terms of Reference of Site-Based Fisheries Refugia Management Board in Trat Province are:

1. Recommend for execution of establishment and operation of Fisheries Refugia in Trat Province;
2. Review and approve work plan and outputs of Fisheries Refugia project regarding its purposes and goal;
3. Facilitate co-operation with relevant provincial organizations to promote the integrated approaches for effective management of fisheries resources and Fisheries Refugia under related concepts and regulations;
4. Review and approve progress reports for transmission to the meetings of the National Fisheries Refugia Committee;
5. Facilitate laying down the measures for sustainable management of Fisheries Refugia in Trat Province under acceptances from stakeholders and relevant provincial organizations; and
6. Take the other necessary actions for effectiveness of Fisheries Refugia management in Trat Province.

This Notification shall be effective from now on.

Notified on 12th March B.E. 2562 (2019)
Signed Natthapong Sanguanchit
(Mr. Natthapong Sanguanchit)
Vice Governor, for the Governor of Trat Province

ANNEX 4

(Unofficial Translation)

**Notification of Surat Thani Province
No. 2079/2562****Re: Appointment of Site-Based Fisheries Refugia Management Board in Surat Thani Province
for Establishment and Operation of a Regional System of Fisheries Refugia
in the South China Sea and Gulf of Thailand**

The Department of Fisheries has have a cooperation for implementation of the project entitled “Establishment and Operation of a Regional System of Fisheries Refugia in the South China Sea and Gulf of Thailand” funded by Global Environmental Facility (GEF), which aim to improve management system of fisheries and critical marine habitats linkages in the South China Sea and Gulf of Thailand as well as promote sustainability of fisheries and fishing communities in the region. In this regard, coastal area in Surat Thani Province has been selected for one of the fisheries refugia sites in Thailand.

In order to implement the project appropriately and efficiently, covering the entire coastal area of Surat Thani Province, the Notification of Surat Thani Province No. 702/ 2561 Re: Appointment of Committee for consideration of Fisheries Refugia in Samui Island of Surat Thani Province for the project entitled Establishment and Operation of a Regional System of Fisheries Refugia in the South China Sea and Gulf of Thailand, dated 31th January B.E. 2561 shall be repealed. Thus, Site-Based Fisheries Refugia Management Board in Surat Thani Province shall be appointed comprising the following members:

- | | |
|--|-----------|
| 1. Director of Surat Thani Fisheries Provincial Office | Chairman |
| 2. Director of Central Gulf Fisheries Research and Development Center (Chumphon),
Department of Fisheries | Committee |
| 3. Director of Coastal Aquaculture Research and Development Regional Center 3
(Surat Thani), Department of Fisheries | Committee |
| 4. Director of Marine and Coastal Resources Research and Development Center,
the Central Gulf of Thailand, Department of Marine and Coastal Resources | Committee |
| 5. Representative from Provincial Office of Natural Resources and Environment
Surat Thani, Ministry of Natural Resouces and Environment | Committee |
| 6. Chief of Muang Surat Thani Fisheries District Office | Committee |
| 7. Chief of Tha Chana Fisheries District Office | Committee |
| 8. Chief of Chaiya Fisheries District Office | Committee |
| 9. Chief of Tha Chang Fisheries District Office | Committee |
| 10. Chief of Phun Phin Fisheries District Office | Committee |
| 11. Chief of Kanchanadit Fisheries District Office | Committee |
| 12. Chief of Donsak Fisheries District Office | Committee |
| 13. Director of the Fisher Association of Surat Thani | Committee |
| 14. Director of the trawl Association of Surat Thani | Committee |
| 15. Tha Chana Subdistrict Head | Committee |
| 16. Takrop Subdistrict Head | Committee |
| 17. Phum Riang Subdistrict Head | Committee |
| 18. Li Let Subdistrict Head | Committee |
| 19. Khlong Chanak Subdistrict Head | Committee |
| 20. Donsak Subdistrict Head | Committee |
| 21. Tha Thong Mai Subdistrict Head | Committee |
| 22. Thakhian Thong Subdistrict Head | Committee |
| 23. Kadae Subdistrict Head | Committee |

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|--|-----------------------------------|
| 24. Tha Thong Subdistrict Head | Committee |
| 25. Phlai Wat Subdistrict Head | Committee |
| 26. Chairman of Tha Krachai Small-Scale Fishing Group | Committee |
| 27. Chairman of Ao Li Let Mangrove Conservation and Aquatic Resources Enrichment Group | Committee |
| 28. Chairman of Aquatic Resources Management for Sustainable Community Group | Committee |
| 29. Chairman of Ban Nang Kam Coastal Fishing Group | Committee |
| 30. Chairman of Tha Chang Coastal Small-Scale Fishing Group | Committee |
| 31. Chairman of Phum Rieng Aquatic Resources Conservation Group | Committee |
| 32. Chairman of Forest and Sea for Life Foundation | Committee |
| 33. Asst. Prof. Amonsak Sawusdee, Ph.D., Walailak University | Committee |
| 34. Representative from Marine and Coastal Resources Administration Office 5 Surat Thani, Department of Marine and Coastal Resources | Committee |
| 35. Head of Lang Suan Marine Fisheries Patrol Unit (Chumphon), Department of Fisheries | Committee |
| 36. Head of Ko Tham Marine Fisheries Patrol Unit (Nakhon Si Thammarat), Department of Fisheries | Committee |
| 37. Head of Fishing Ground Development and Rehabilitation Unit, Central Gulf Fisheries Research and Development Center (Chumphon), Department of Fisheries | Committee |
| 38. Head of Fisheries Administration and Management Group, Surat Thani Fisheries Provincial Office, Department of Fisheries | Committee and Secretary |
| 39. Assigned Fisheries Technical Officer, Central Gulf Fisheries Research and Development Center (Chumphon), Department of Fisheries | Committee and Assistant Secretary |

Terms of Reference of Site-Based Fisheries Refugia Management Board in Surat Thani Province are:

1. Recommend for execution of establishment and operation of Fisheries Refugia in Surat Thani Province;
2. Review and approve work plan and outputs of Fisheries Refugia project regarding its purposes and goal;
3. Facilitate co-operation with relevant provincial organizations to promote the integrated approaches for effective management of fisheries resources and Fisheries Refugia under related concepts and regulations;
4. Review and approve progress reports for transmission to the meetings of the National Fisheries Refugia Committee;
5. Facilitate laying down the measures for sustainable management of Fisheries Refugia in Surat Thani Province under acceptances from stakeholders and relevant provincial organizations; and
6. Take the other necessary actions for effectiveness of Fisheries Refugia management in Surat Thani Province.

This Notification shall be effective from now on.

Notified on 20th March B.E. 2562 (2019)

Signed Theera Anantaseriwitthaya
(Mr. Theera Anantaseriwitthaya)

Vice Governor, for the Governor of Surat Thani Province

ANNEX 5

**SOUTHEAST ASIAN FISHERIES DEVELOPMENT CENTER
SOUTH CHINA SEA FISHERIES REFUGIA INITIATIVE
THREE MONTHLY PROGRESS REPORT**

SECTION 1 - BACKGROUND INFORMATION

- 1.1 **Project Title:** Establishment and Operation of a Regional System of Fisheries *Refugia* in the South China Sea and Gulf of Thailand
- 1.2 **Agreement:** SEAFDEC/UNEP/GEF/Thailand
- 1.3 **Responsible Office:** UNEP/GEF Project Coordinating Unit, SEAFDEC
- 1.4 **Lead Agency (Supporting Organization):** Department of Fisheries, Thailand
- 1.5 **Reporting Period:** Jan-Mar 2019
- 1.6 **Focal Point Name:** Ms. Prulai Nootmorn

SECTION 2 - PROJECT STATUS Status of the Implementation of the Activities and Outputs Listed Under the Workplan in the Memorandum of Understanding (check appropriate box)

- Project activities and outputs listed in the Project workplan for the reporting period have been materially completed and the responsible Office is satisfied that the project will be fully completed on time (give reasons for minor variations as Section 3 below).
- Project activities and outputs listed in the Project Workplan for the reporting period have been altered (give reasons for alterations: lack of finance; project reformulated; project revisions; other at Section 3 below).
- Project activities and outputs listed in the Project Workplan for the reporting period have not been fully completed and delays in project delivery are

expected (give reasons for variations in Section 3.1 and new completion date in Section 3.2 below).

Insufficient detail provided in the Project Workplan.

2.2 List Actual Activities/Outputs Achieved in the Reporting period: (check appropriate box)

(a) **MEETINGS** (Duplicate this box for each meeting individually)

Committee Mtg. Consultation Mtg. Training Seminar/Workshop Others

Title: The Third Meeting of Thailand National Fisheries Refugia Committee

Venue and dates: Bangkok, Thailand, on 16th January 2019

Convened by: Department of Fisheries **Organized by:** Department of Fisheries

Report issued as doc. No/Symbol: SEAFDEC/UNEP/GEF/Thailand/12 **Language:** English **Dated:** January 2019

Please indicate: No. of participants 12 and attach **annex** giving names, gender of participants and meeting summary: Report of the Third Meeting of Thailand National Fisheries Refugia Committee on 16th January 2019

Please indicate co-financing as follows:

Source: Department of Fisheries, Department of Marine and Coastal Resources, GISTDA, Kasetsart University, and SEAFDEC/Project Coordinating Unit

Cash (US\$): _____

In-Kind (person days): 12 persons, 1 day

(a) **MEETINGS** (Duplicate this box for each meeting individually)

Committee Mtg. Consultation Mtg. Training Seminar/Workshop Others

Title: Consultation Meeting for the Arrangement of Site-Based Fisheries Refugia Management Board in Surat Thani Province

Venue and dates: Surat Thani Province, Thailand, on 29th January 2019

Convened by: Department of Fisheries **Organized by:** Department of Fisheries

Report issued as doc. No/Symbol: SEAFDEC/UNEP/GEF/Thailand/13 **Language:** English **Dated:** February 2019

Please indicate: No. of participants 6 and attach **annex** giving names, gender of participants and meeting summary: Report of the Consultation Meeting for the Arrangement of Site-Based Fisheries Refugia Management Board in Surat Thani Province, on 29th January 2019

Please indicate co-financing as follows:

Source: Department of Fisheries

Cash (US\$): _____

In-Kind (person days): 6 persons, 1 day

(a) **MEETINGS** (Duplicate this box for each meeting individually)

Committee Mtg. Consultation Mtg. Training Seminar/Workshop Others

Title: Consultation Meeting for the Arrangement of Site-Based Fisheries Refugia Management Board in Trat Province

Venue and dates: Trat Province, Thailand, on 20th February 2019

Convened by: Department of Fisheries **Organized by:** Department of Fisheries

Report issued as doc. No/Symbol: SEAFDEC/UNEP/GEF/Thailand/14 **Language:** English **Dated:** February 2019

Please indicate: No. of participants 7 and attach **annex** giving names, gender of participants and meeting summary: Report of the Consultation Meeting for the Arrangement of Site-Based Fisheries Refugia Management Board in Trat Province, on 20th February 2019

Please indicate co-financing as follows:

Source: Department of Fisheries

Cash (US\$): _____.

In-Kind (person days): 7 persons, 1 day.

(a) **MEETINGS** (Duplicate this box for each meeting individually)

Committee Mtg. Consultation Mtg. Training Seminar/Workshop Others

Title: Consultation Meeting for the Arrangement of Baseline Data Collection

Venue and dates: Bangkok, Thailand, on 28th February 2019

Convened by: Department of Fisheries **Organized by:** Department of Fisheries

Report issued as doc. No/Symbol: SEAFDEC/UNEP/GEF/Thailand/15 **Language:** English **Dated:** March 2019

Please indicate: No. of participants 12 and attach **annex** giving names, gender of participants and meeting summary: Report of the Consultation Meeting for the Arrangement of Baseline Data Collection, on 28th February 2019

Please indicate co-financing as follows:

Source: Department of Fisheries, and SEAFDEC/Project Coordinating Unit

Cash (US\$): _____.

In-Kind (person days): 12 persons, 1 day.

(a) **MEETINGS** (Duplicate this box for each meeting individually)

Committee Mtg. Consultation Mtg. Training Seminar/Workshop Others

Title: Consultation Meeting on the Preparation for Financial Audit

Venue and dates: Bangkok, Thailand, on 7th March 2019

Convened by: Department of Fisheries **Organized by:** Department of Fisheries

Report issued as doc. No/Symbol: SEAFDEC/UNEP/GEF/Thailand/16 **Language:** English **Dated:** March 2019

Please indicate: No. of participants 9 and attach **annex** giving names, gender of participants and meeting summary: Report of the Consultation Meeting on the Preparation for Financial Audit, on 7th March 2019

Please indicate co-financing as follows:

Source: Department of Fisheries, and SEAFDEC/Project Coordinating Unit

Cash (US\$): _____.

In-Kind (person days): 9 persons, 1 day.

(a) **MEETINGS** (Duplicate this box for each meeting individually)

Committee Mtg. Consultation Mtg. Training Seminar/Workshop Others

Title: The Fourth Meeting of Thailand National Fisheries Refugia Committee

Venue and dates: Bangkok, Thailand, on 29th March 2019

Convened by: Department of Fisheries **Organized by:** Department of Fisheries

Report issued as doc. No/Symbol: SEAFDEC/UNEP/GEF/Thailand/17 **Language:** English **Dated:** April 2019

Please indicate: No. of participants 14 and attach **annex** giving names, gender of participants and meeting summary: Report of the Fourth Meeting of Thailand National Fisheries Refugia Committee on 29th March 2019

Please indicate co-financing as follows:

Source: Department of Fisheries, Department of Marine and Coastal Resources, GISTDA, Kasetsart University, and SEAFDEC/Project Coordinating Unit

Cash (US\$): _____.

In-Kind (person days): 14 persons, 1 day.

(b) **PRINTED MATERIALS** (Duplicate this box for each printed item)

Committee Report Technical Publication Technical Report Others

Title: _____

Author(s)/Editor(s) _____

Publisher _____

Symbol (ISBN/I _____

Date of publication _____

(When technical reports/publications have been distributed, **attach distribution list**)

Please indicate co-financing as follows:

Source _____

Cash (US\$) _____

In-Kind (person days) _____

(c) **TECHNICAL INFORMATION** **PUBLIC INFORMATION** (posters, leaflets, broadcasts etc.) (Duplicate this box for each item)

Description _____

Dates _____

Please indicate co-financing as follows:

Source _____

Cash (US\$) _____

In-Kind (person days) _____

(d) **SERVICES** (surveys, technical assistance etc.) (Duplicate this box for each item)

Description

Dates _____

Please indicate co-financing as follows:

Source _____

Cash (US\$) _____

In-Kind (person days) _____

(e) **OTHER OUTPUTS** (Duplicate this box for each item)

Description: _____

Dates _____

Please indicate co-financing as follows:

Source:

Cash (US\$):

In-Kind (person days):

SECTION 3 - PROJECT DELIVERY

3.1 Summary of the Problems Encountered in Project Delivery (if any)

There were some delays in the re-arrangement of Site-Based Fisheries Refugia Management Boards in both fisheries refugia sites.

3.2 Actions Taken or Required to Solve the Problems (identified in Section 3.1 above)

Meetings with the provincial fishery officers were arranged to discuss on the required membership and TOR of Site-Based Fisheries Refugia Management Boards and prepare for their effectiveness

SECTION 4 - PROJECT COORDINATING UNIT ASSISTANCE REQUIRED

4.1 Describe specific assistance you would like the PCU to provide in the next quarter.

–

Signed: _____

Name: Ms.Praulai Nootmorn

Designation: National Focal Point

ANNEX 6

THREE-MONTHLY (QUARTERLY) PROJECT EXPENDITURE ACCOUNT FOR NATIONAL LEAD AGENCIES
Project Statement of allocation (Budget), expenditure and balance (Expressed in US\$) covering the period
January - March 2019

National Lead Agency: Department of Fisheries, Thailand

MoU: SEAFDEC/UNEP/GEF/Thailand

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

Project commencing: January 2017

Project ending: December 2021

NB: The expenditures should be reported in line with the specific object of expenditures as per project budget				Project budget allocation	Expenditure incurred	Unspent balance of budget
Object of Expenditure in accordance with UNEP Budget codes				for the three-month period	for the three-month period	for the three-month period
				Amount (1)	Amount (2)	Amount (1)-(2)
Code	Description	Component		Jan - Mar 2019	Jan - Mar 2019	Jan - Mar 2019
		Activity				
10	PROJECT PERSONNEL COMPONENT					
1100	Project Personnel					
1199	Sub-Total			0.00	0.00	0.00
1200	Consultants					
1201	Fisheries and habitat profile reports for sites	1.1		1,312.00	1,137.36	
1202	Linking science and local knowledge in boundary delineation	1.2		2,000.00	2,099.74	
1203	Threat identification	1.3		2,000.00	1,924.76	
1204	Management planning	1.3		2,000.00	1,749.78	
1299	Sub-Total			7,312.00	6,911.64	400.36
1600	Travel on official business (above staff)					
1601	(Stakeholder Consultation Meeting at Trat Site 1 day) traveling+ local transportation (240+30)*2, DSA and accommodation (70) * (2+4)	1.2		960.00	0.00	960.00
1602	(Stakeholder Consultation Meeting at Surat Thani Site 1 day) traveling+ local transportation (240+30)*2, DSA and accommodation (70) * (2+4)	1.2		960.00	0.00	960.00
1603	(National Refugia Committee Meeting) traveling and local transportation (150+30)*4, DSA and accommodation (70)*4	1.2		1,000.00	0.00	1,000.00

	1604	(National Scientific and Technical committee meeting) traveling and local transportation (150+30)*6 , DSA and accommodation (70)* 6	1.1	1,500.00	0.00	1,500.00
	1605	other DSA, transportation, Fuel, Ferry/vessel expenses, etc.	1.1	1,000.00	975.12	24.88
	1699	Sub-Total		5,420.00	975.12	4,444.88
		Component Total		12,732.00	7,886.76	4,845.24
20	SUB-CONTRACT COMPONENT					
	2100	Sub-contracts (MoU's/LA's for UN cooperating agencies)				
	2101	N/A				
	2199	Sub-Total				
	2200	Sub-contracts (MoU's/LA's for non-profit supporting organizations)				
	2201	Sub-contracts with non-profit supporting organization for surveys and impact assessment	1.2	4,000.00	0.00	4,000.00
	2299	Sub-Total		4,000.00	0.00	4,000.00
	2300	Sub-contracts (commercial purposes)				
	2301	N/A				
	2399	Sub-Total				
		Component Total		4,000.00	0.00	4,000.00
30	TRAINING COMPONENT					
	3200	Group training (study tours, field trips, workshops, seminars, etc)				
	3299	Sub-Total				
	3300	Meetings/conferences (give title)				
	3301	(Stakeholder Consultation Meeting at Trat Site 1 day) (venue rental, catering, documentation)(150+(20*15))	1.2	450.00	0.00	450.00
	3302	(Stakeholder Consultation Meeting at Surat Thani Site 1 day) (venue rental, catering, documentation)(150+(20*15))	1.2	450.00	0.00	450.00
	3303	(National Refugia Committee Meeting) (venue rental, catering, documentation)(20*15) +100	4.1	400.00	301.16	98.84
	3304	(National Scientific and Technical committee meeting) (venue rental, catering, documentation)(20*15) + 100	4.2	400.00	0.00	400.00
	3305	other expenses for meeting concerning <i>Fisheries Refugia</i>	1.1	400.00	77.41	322.59
	3399	Sub-Total		2,100.00	378.56	1,721.44
		Component Total		2,100.00	378.56	1,721.44

40	EQUIPMENT & PREMISES COMPONENT				
	4100	Expendable equipment (items under \$1,500 each, for example)			
	4101	N/A			
	4199	Sub-Total			
	4200	Non-expendable equipment (computers, office equip, etc)			
	4201	N/A			
	4299	Sub-Total			
	4300	Premises (office rent, maintenance of premises, etc)			
	4301	N/A			
	4399	Sub-Total			
		Component Total		0.00	0.00
50	MISCELLANEOUS COMPONENT				
	5100	Operation and maintenance of equip.			
	5101	N/A			
	5199	Sub-Total			
	5200	Reporting costs (publications, maps, newsletters, printing, etc)			
	5299	Sub-Total			
	5300	Sundry (communications, postage, freight, clearance charges, etc)			
	5301	N/A			
	5399	Sub-Total			
	5400	Hospitality and entertainment			
	5401	N/A			
	5499	Sub-Total			
	5500	Evaluation (consultants fees ETC)			
	5501	N/A			
	5599	Sub-Total			
		Component Total		0.00	0.00
	TOTAL COSTS			18,832.00	8,265.32
					10,566.68

Prepared by: Ms. Ratana Munprasit
Project Assistant

Sign:

Approved by: Ms. Prulai Nootmorn
National Focal Point

Sign:

ANNEX 7

THREE-MONTHLY (QUARTERLY) PROJECT EXPENDITURE ACCOUNT FOR NATIONAL LEAD AGENCIES

Costed Work Plan (Expressed in US\$) covering the period

April - June 2019

National Lead Agency: Department of Fisheries, Thailand

MoU: SEAFDEC/UNEP/GEF/Thailand

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

Project commencing: January 2017

Project ending: December 2021

NB: The expenditures should be reported in line with the specific object of expenditures as per project budget			Project budget allocation for the three-month period	
Object of Expenditure in accordance with UNEP Budget codes			Amount (1)	
	Code	Description	Component	Apr - Jun 2019
			Activity	
10	PROJECT PERSONNEL COMPONENT			
	1100	Project Personnel		
	1101	Research assistant refugia mapping	1.2	1,500.00
	1102	Research assistant for validation of site boundaries with stakeholders	1.2	1,500.00
	1103	Research assistant for management planning	1.3	3,000.00
	1104	Research assistant for industry consultation	2.1	2,000.00
	1199	Sub-Total		8,000.00
	1200	Consultants		
	1299	Sub-Total		
	1600	Travel on official business (above staff)		
	1601	Local travel for consultation	1.2	1,000.00
	1605	Other travel for project implementation	1.2	1,000.00
	1699	Sub-Total		2,000.00
		Component Total		10,000.00
20	SUB-CONTRACT COMPONENT			
	2100	Sub-contracts (MoU's/LA's for UN cooperating agencies)		
	2101	N/A		
	2199	Sub-Total		
	2200	Sub-contracts (MoU's/LA's for non-profit supporting organizations)		
	2201	Sub-contracts for conduct of fisheries and socio-economic assessment	1.2	6,000.00
	2299	Sub-Total		6,000.00
	2300	Sub-contracts (commercial purposes)		
	2301	N/A		
	2399	Sub-Total		
		Component Total		6,000.00
30	TRAINING COMPONENT			
	3200	Group training (study tours, field trips, workshops, seminars, etc)		
	3299	Sub-Total		
	3300	Meetings/conferences (give title)		
	3301	Meeting of the National Fisheries Refugia Committee	4.1	1,000.00

	3302	Meeting of the National Scientific and Technical Committee	4.2	1,000.00
	3303	Meetings of site-based management boards	4.3	6,000.00
	3304	Meetings for information and data consultation	1.1	500.00
	3305	Other meetings for project implementation	1.1	500.00
	3399	Sub-Total		9,000.00
		Component Total		9,000.00
40	EQUIPMENT & PREMISES COMPONENT			
	4100	Expendable equipment (items under \$1,500 each, for example)		
	4101	N/A		
	4199	Sub-Total		
	4200	Non-expendable equipment (computers, office equip, etc)		
	4201	N/A		
	4299	Sub-Total		
	4300	Premises (office rent, maintenance of premises, etc)		
	4301	N/A		
	4399	Sub-Total		
		Component Total		
50	MISCELLANEOUS COMPONENT			
	5100	Operation and maintenance of equip.		
	5101	N/A		
	5199	Sub-Total		
	5200	Reporting costs (publications, maps, newsletters, printing, etc)		
	5299	Sub-Total		
	5300	Sundry (communications, postage, freight, clearance charges, etc)		
	5301	N/A		
	5399	Sub-Total		
	5400	Hospitality and entertainment		
	5401	N/A		
	5499	Sub-Total		
	5500	Evaluation (consultants fees ETC)		
	5501	N/A		
	5599	Sub-Total		
		Component Total		0.00
	TOTAL COSTS			25,000.00

Note:

Prepared by: Ms. Ratana Munprasit
Project Assistant

Sign:

Approved by: Ms. Prulai Nootmorn
National Focal Point

Sign:

ANNEX 8
CASH ADVANCE REQUEST

Statement of cash advance as at Mar 31, 2019
 Cash requirements for the three month period ending Jun 30, 2019
 Name of National Lead Agency: Department of Fisheries, Thailand
 LoA No. SEAFDEC/UNEP/GEF/Thailand
 Project title : Establishment and Operation of a Regional
System of
Fisheries Refugia in the South China Sea and Gulf of Thailand

I Cash Statement (US\$):			
1	Opening Cash Balance as at	May 26, 2017	0.00
2	Add : cash advances received		
	May-Sep 2017		39,210.00
	Oct-Dec 2017		N/A
	Jan-Mar 2018		N/A
	Apr-Jun 2018		N/A
	Jul-Sep 2018		N/A
	Oct-Dec 2018		N/A
	Jan-Mar 2019		11,888.89
3	Total cash advanced to date	Mar 31, 2019	51,098.89
4	Less : total cumulative expenditures incurred		
	Period:		
		Jun-Sept 2017	2,374.79
		Oct-Dec 2017	2,881.74
		Jan-Mar 2018	7,740.90
		Apr-Jun 2018	7,613.96
		Jul-Sep 2018	4,711.58
		Oct-Dec 2018	6,943.92
		Jan-Mar 2019	8,265.32
	Total expenditure as at	Mar 31, 2019	40,532.21
5	Closing cash balance as at	Mar 31, 2019	10,566.68
II Cash requirements forecast (US\$):			
6	Estimated disbursements for period ending Jun 30, 2019		25,000.00
7	Less : closing cash balance (item 5, above)		10,566.68
8	Total cash requirements for the period ending Jun 30, 2019		14,433.32

Prepared by: Ms. Ratana Munprasit
Project Assistant

Request approved by: Ms. Prulai Nootmorn
National Focal Point

Date:

Date:

Sign:

Sign:

Remark:

