

**Project Document  
of  
Integrated Coastal Resources Management in Sihanoukville  
(ICRM-SV)**



**Training Department  
Southeast Asian Fisheries Development Center**

**TD/RP/73  
ICRM-SV No. 1**

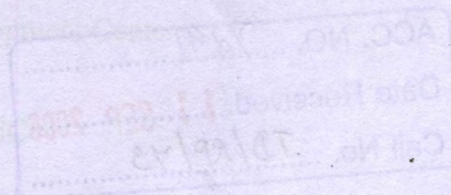
**July 2005**



## **PROJECT DOCUMENT**



- 1. Program categories** : Programs under the ASEAN-SEAFDEC FCG Mechanism
- 2. Program title** : Capacity Building of Human Resources and Participation in Integrated Coastal Resources Management
- 3. Project title** : Integrated Coastal Resources Management in Sihanoukville (ICRM – SV)
- 4. Lead department** : SEAFDEC/TD
- 5. Lead country** : Cambodia (Department of Fisheries)
- 6. Project duration** : Three years from January 2005 to December 2007 (subject to the result of the mid-term project evaluation)
- 7. Proposed budget** : USD 46,380 (Japanese Trust Fund for the year 2005 only)



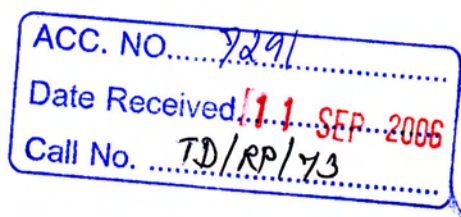


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## **ABBREVIATIONS**

- |              |   |  |
|--------------|---|--|
| 01. ADB      | : | Asian Development Bank   |
| 02. AR       | : | Artificial reef  |
| 03. CBRM     | : | Community-based Resources Management                             |
| 04. CC       | : | Commune Council  |
| 05. CFAA     | : | Community Fishing Area Agreement                                 |
| 06. CFAMP    | : | Community Fishing Area Management Plan                           |
| 07. CFDO     | : | Community Fisheries Development Office                           |
| 08. CMP      | : | Community Management Plan  |
| 09. CVKC     | : | Community Village Kampang Chin                                   |
| 10. CVPP     | : | Community Village Prek Pros                                      |
| 11. CVPS     | : | Community Village Prek Sangke                                    |
| 12. CVPT     | : | Community Village Prek Tal                                       |
| 13. DAFFSV   | : | Department of Agriculture, Forestry and Fisheries, Shianoukville |
| 14. DANIDA   | : | Danish International Development Agency                          |
| 15. DOF(C)   | : | Department of Fisheries (Cambodia)                               |
| 16. FAD      | : | Fish aggregating device  |
| 17. FAO      | : | Food and Agriculture Organization of the United Nations          |
| 18. FCG      | : | Fisheries Consultative Group under the ASEAN-SEAFDEC regime      |
| 19. FED      | : | Fish enhancement device  |
| 20. HRD      | : | Human Resources Development                                      |
| 21. ICC      | : | Implementation Coordination Committee                            |
| 22. ICRM-PD  | : | Integrated Coastal Resources Management in Pathew District       |
| 23. ICRM-PL  | : | Integrated Coastal Resources Management in Pulau Langkawi        |
| 24. ICRM-SV  | : | Integrated Coastal Resources Management in Sihnoukville          |
| 25. LBCFM-PD | : | Locally Based Coastal Fisheries Management in Pathew District    |
| 26. LBCRM-PL | : | Locally Based Coastal Resources Management in Pulau Langkawi     |
| 27. MAFF     | : | Ministry of Agriculture, Forestry and Fisheries of Cambodia      |
| 28. MRC      | : | Mekong River Commission  |
| 29. SC       | : | Steering Committee   |
| 30. SEAFDEC  | : | Southeast Asian Fisheries Development Center                     |
| 31. TTCF     | : | Teuk Thla Community Fisheries                                    |
| 32. TD       | : | Training Department of SEAFDEC                                   |



## 1. BACKGROUND

In all Southeast Asian countries, dwindling coastal marine resources coupled with pervasive overcapitalization in fishing efforts became a central issue among fisheries policy makers and various efforts were made to alleviate the situation. After experiencing such efforts, it was realized that the Japanese type of coastal resources management could be applicable as a workable model to most Southeast Asian countries. It is quite obvious that the direct introduction of the Japanese system is not practical as it was developed under the characteristic historical, cultural, political and socio-economic situation over a long time. It should be used just as a basic model to be introduced to the ASEAN member countries. It needs flexible application to meet the specific requirements of those countries wherein such a system is to be transferred.

Aimed at testing the applicability of such a system in the region, it was decided in 2001 that the Training Department (TD) of the Southeast Asian Fisheries Development Center (SEAFDEC) would collaborate with the DOF Thailand to implement a coastal resource management program under the Fisheries Consultative Group's (FCG) scheme adopted by the ASEAN-SEAFDEC mechanism. With this understanding, an existing CBRM project proposal in Chumphon was reformulated as a joint initiative and duration of five years. Thailand was posited in the project as the lead country among SEAFDEC members and TD was the implementing department of SEAFDEC. It was intended that the knowledge and experience to be gained through the project operation would be disseminated to other member countries through the SEAFDEC information transfer mechanism, once this trial convinced observers of its applicability to the region.

Thus, the project commenced in October 2001 in Chumphon with the project title of "Locally Based Coastal Fisheries Management in Pathew District (LBCFM-PD)". It has produced a tangible impact and was acknowledged by the Members at the 4<sup>th</sup> SEAFDEC FCG Meeting in Myanmar in March 2002 and the 25<sup>th</sup> PC Meeting in Singapore in October 2002. The latter meeting pointed out that it was time to impart technologies, including the experience and knowledge gained, to other Member countries, and the Committee Member for Malaysia offered Langkawi as a pilot site on a cost-sharing basis for the implementation of a similar approach. Malaysia had earmarked USD 20,000 per year as a contribution for this project. Subsequently, SEAFDEC/TD missions to Langkawi were mounted to look into the possibility of setting up a similar coastal fishery resources management and development project and eventually a sister project took off in August 2003 with a duration of two years with the project title of "Locally Based Coastal Resources Management – Pulau Langkawi (LBCRM – PL)". These two projects were further reformulated into the new program of Trust Fund IV that eventually commenced in 2004. In this new program entitled "Capacity Building of Human Resources and Participation in Integrated Coastal Resources Management", more emphasis on the component of human resources development (HRD) was placed in each active line and the project titles were changed to Integrated Coastal Resources Management project in Pathew District (ICRM-PD) and Integrated Coastal Resources Management in Langkawi (ICRM-PL) respectively, as the second phase.



Meanwhile, further recommendations were put forward at the SEAFDEC Program Committee meetings in 2003 and 2004 that experiences and knowledge gained through these operations should be transferred to other SEAFDEC member countries under the collaborative project mechanism. To this end, Brunei Darussalam, Indonesia, Cambodia and Myanmar had already expressed their intentions to initiate similar projects in their countries. Among these countries, it was envisaged that the 3<sup>rd</sup> project would take place in Cambodia taking into account the geographic advantage and the prioritized need in the introduction of the CBRM approach in the country. To begin with, a preliminary site survey was carried out in June 2004 to inspect the proposed site for project operation and collect any relevant data and information in regard to the responsible community fisheries. Based upon findings and observation made in this inspection, a tentative work-plan was submitted to the 27<sup>th</sup> PC Meeting held in December 2004 and was endorsed. In the wake of this movement, the step has been taken to put the project forward to the initiation of actual activity in the year of 2005. It is envisaged that the first half-year until June 2005 will be spent as the preparatory stage for the project formulation and the substantial project operation will commence in fully from July 2005 onwards.

The site inspection took place on 10<sup>th</sup> – 14<sup>th</sup> January 2005 in Sihanoukville and as the result the project operational area was defined to be the Teuk Tla Commune of Prey Nop II. The preliminary baseline surveys including the socio-economic survey and the fishing technology survey were conducted in this Commune from 14<sup>th</sup> – 18<sup>th</sup> March 2005. Incorporating the findings, data and information obtained through these baseline surveys the project document for the project entitled “Integrated Coastal Resources Management in Suhanoukville (ICRM-SV) is herewith formulated within the collaborative project framework with SEAFDEC/TD and DOF Cambodia.

## **2. PROJECT JUSTIFICATION**

In Cambodia, fish and other aquatic animals form the principal component of the diet for 12 million people providing them with 50-75 percent of their total protein intake (WFP 2000). However, the consumption pattern of such fish and other aquatic animals is very much biased toward the supply from inland waters like the Tonle Sap and Mekong River, by as much as almost 90%. Reflecting this trend, the inland fisheries have received considerable attention and support in the past from various agencies and donors like DANIDA, MRC and ADB. Because of the focus on inland fisheries in the Department of Fisheries (DOF) Cambodia over the last two decades, the marine resources management, especially in the coastal areas where the complex interactions between the environment, coastal development and fisheries are involved, has been given little attention. Recently, however, the Cambodian authorities have realized that the increasing dependence on their marine fisheries for livelihoods has been underestimated and a balanced development strategy between these two areas is vital. Complying with such a strategic change, some donors like DANIDA are apt to shift their attention to the marine fisheries sector from that of inland fisheries.

In addition, the DOF Cambodia has focused on the CBRM consonant with the overall government objective to decentralize management authority. To do that, the DOF established in their structure a Community Fisheries Development Office (CFDO) and submitted a royal decree on “The Establishment of Community Fisheries” and a sub-decree on “Community Fisheries Management” to the King and the Council of Ministries respectively. The former was



signed on 29<sup>th</sup> May 2005, while the latter was approved on 10<sup>th</sup> June 2005. The goal of this decree is to develop a framework under which fishing communities can be empowered to manage fisheries resources for their collective benefit. 33 officers at the central level staff the new CFDO office. Aimed at supporting this newly formed office, FAO has recently formulated a new TCP to provide technical assistance to them in both institutional and human capacity building to match with efforts underway for the inland fisheries. The project is aimed at building the capacity of the staff in the CFDO to enable them through intensive training to implement the sub-decree. Although it is, yet to be approved, it is anticipated to complement related efforts for improving marine fisheries management. This is very opportune for the collaborative project with SEAFDEC and DOF Cambodia as both the projects can complement each other in the embodiment of the CBRM concept to the institutional and the beneficiary level, as the project intends to focus on HRD at the community level only.

Similarly, DANIDA has recently shifted their effort from inland to marine fisheries, especially focusing on support for coastal communities to address environmental degradation. The third phase of the Coastal Zone Management Project has been on going since August 2002 with duration of 5 years; executed by the Ministry of Environment. They have already established provincial working groups and provincial coordinating working platforms for the different departments and ministries involved in the use of marine aquatic resources.

Thus, Cambodia has oriented its course toward the establishment of governance systems and procedures to allocate coastal resource use rights and obligations through community participation. A step toward this objective is made with establishment of a new CFDO office and formulation of a sub-decree on community fisheries, which will delegate management authority for the coastal fisheries to fishing communities. Quite a few donors have initiated efforts to complement the embodiment of this new concept at institutional and community levels. Under these circumstances, implementation of the collaborative project by SEAFDEC/TD and DOF Cambodia is responding to the needs opportunely in complementing with other donors consonant with the common objective of embodiment of the CBRM concept to community fisheries.

### 3. PROJECT AREA AND TARGET GROUPS

The project site is confined to the following four villages in the Teuk Thla Commune (Sangkat), Khan Prey Nop, Sihanoukville Municipality. The site is indicated on the map in Annex 5.

Table 1 : Detail of project target area

<u>Name of village</u>	<u>Total Population</u>	<u>Household</u>	<u>Population over 18</u>	<u>Numbers of fishers</u>	<u>Member of Community Fisheries</u>
- Prek Pros	1,833	317	1,485	-	471
- Prek Sangke	924	201	639	-	492
- Prek Thal	779	156	632	-	435
- Kampong Chin	962	165	781	-	285
Total:	4,498	839	3,537	-	1,683



The site is located about 75Km northeast of Sihanoukville as shown in the map in Annex 5. In this area, 135 motorized and 117 non-motorized boats are in operation with the major fishing methods of trawling, push-netting, gill-netting, bottom long-lining, hand-lining, crab trapping, fish trapping and manual shell collection. The number of beneficiary fishermen in the area is over 1,683 who are members of CF that has a total population of 4,498 and 839 households.

The major reasons for the selection as a project site lie in;

- the fisheries are suffering from dwindling coastal resources and seeking any possible application to cope with the problems with their motivation,
- the fishers are encountering serious problems of encroachment by trawlers and other industrial fisheries and are working hard to prevent these by their own patrolling means with their own voluntary motivation,
- a core group of fishermen has been organized with the name of community fisheries under the DOF guidance,
- there are strong demands and needs to develop the community through fishery activities and
- as a whole, has substantial potentiality for in the future perspective among fisheries.

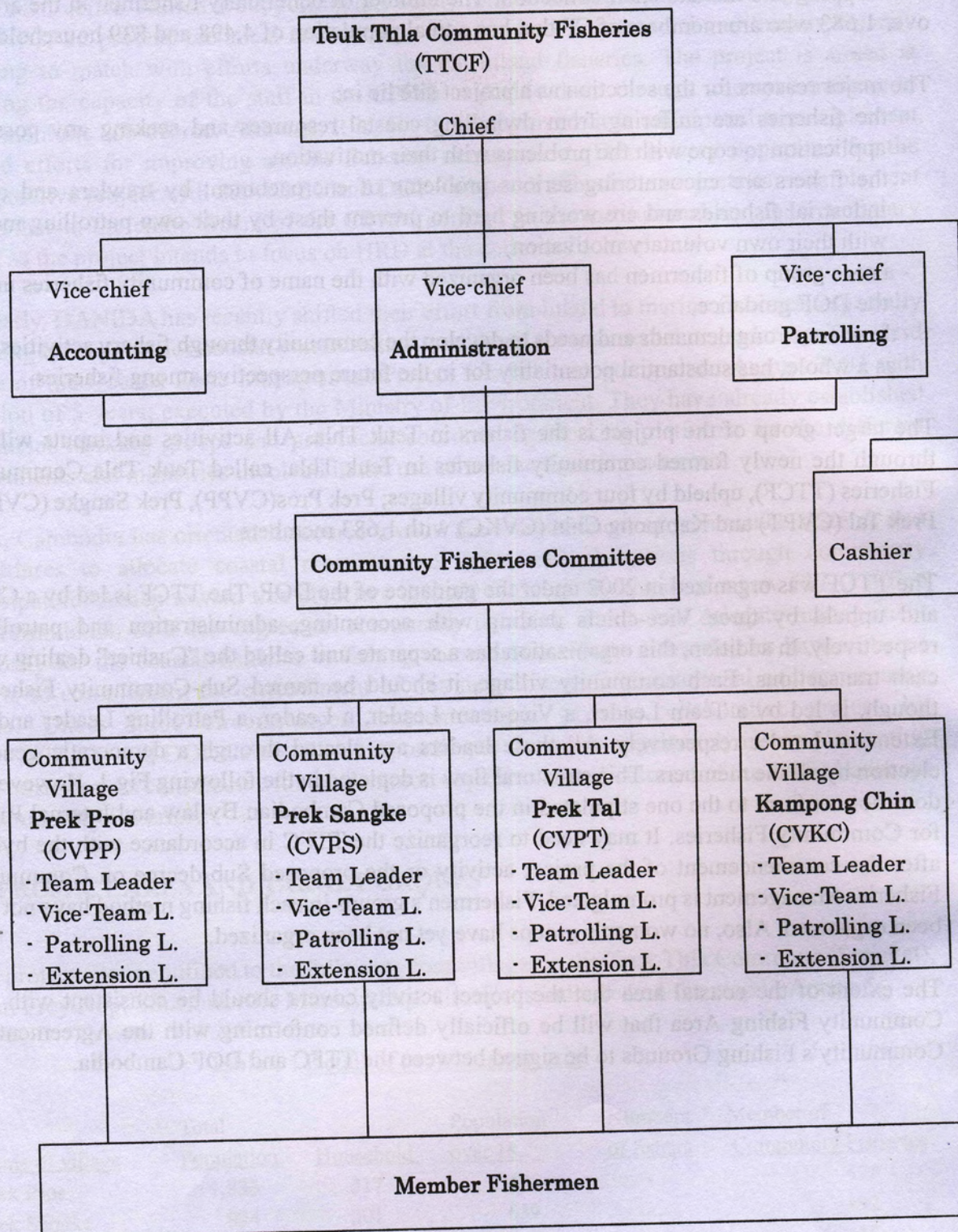
The target group of the project is the fishers in Teuk Thla. All activities and inputs will be through the newly formed community fisheries in Teuk Thla, called Teuk Thla Community Fisheries (TTCF), upheld by four community villages; Prek Pros(CVPP), Prek Sangke (CVPS), Prek Tal (CVPT) and Kampong Chin (CVKC) with 1,683 members .

The TTCF was organized in 2002 under the guidance of the DOF. The TTCF is led by a Chief and upheld by three Vice-chiefs dealing with accounting, administration and patrolling respectively. In addition, this organization has a separate unit called the "Cashier" dealing with cash transactions. Each community village, it should be named Sub-Community Fisheries though, is led by a Team Leader, a Vice-team Leader, a Leader, a Patrolling Leader and an Extension Leader respectively. All these leaders are elected through a democratic general election by all the members. This structural flow is depicted in the following Fig.1. However, it does not conform to the one stipulated in the proposed Cambodian By-law and Internal Rules for Community Fisheries. It may need to reorganize the TTFC in accordance with the bylaw after the commencement of the project activity or the proposed Sub-decree on Community Fisheries Management is promulgated. Fishermen's groups in each fishing method have not yet been organized. Also, no women's groups have yet not been organized.

The extent of the coastal area that the project activity covers should be consistent with the Community Fishing Area that will be officially defined conforming with the Agreement of Community's Fishing Grounds to be signed between the TTFC and DOF Cambodia.



**Fig.1: Structure of Teuk Thla Community Fisheries**





## **4. PROJECT MANAGEMENT AND OPERATIONAL FRAMEWORK**

### **4.1 General regime**

Under the Fisheries Consulting Group's (FCG) scheme adopted by SEAFDEC, the Training Department (TD) collaborates with the Department of Fisheries (DOF) Cambodia to implement a coastal resources management project focused on a particular coastal area in Sihanoukville. In this project, the DOF Cambodia acts as the project implementing agency while SEAFDEC/TD acts as the collaborating agency.

### **4.2 Project management regime**

The project management and operational regime is as shown in the Fig. 2. The supreme body to decide the project policy and strategy and monitor its progress is the Steering Committee (SC). Under this SC, the project Implementation Coordinating Committee (ICC) is organized to manage the project at operational level.

#### **4.2.1. Functions of the Steering Committee (SC)**

The Steering Committee should consist of representatives from the DOF Cambodia and SEAFDEC/TD. However, given the fact that the project is to be operated under the administrative governing jurisdiction of Sihanoukville Municipality, the Department of Agriculture, Forestry and Fisheries, Sihanoukville, will be included as a SC member. In addition, as the project expects some technical and financial inputs from JICA which is under negotiation, particularly in the domain of local business development, the JICA Fisheries Advisor assigned to the DOF Cambodia will also be included as an observer. He will participate in the SC meeting as a regular member once the JICA input to the project has become a reality.

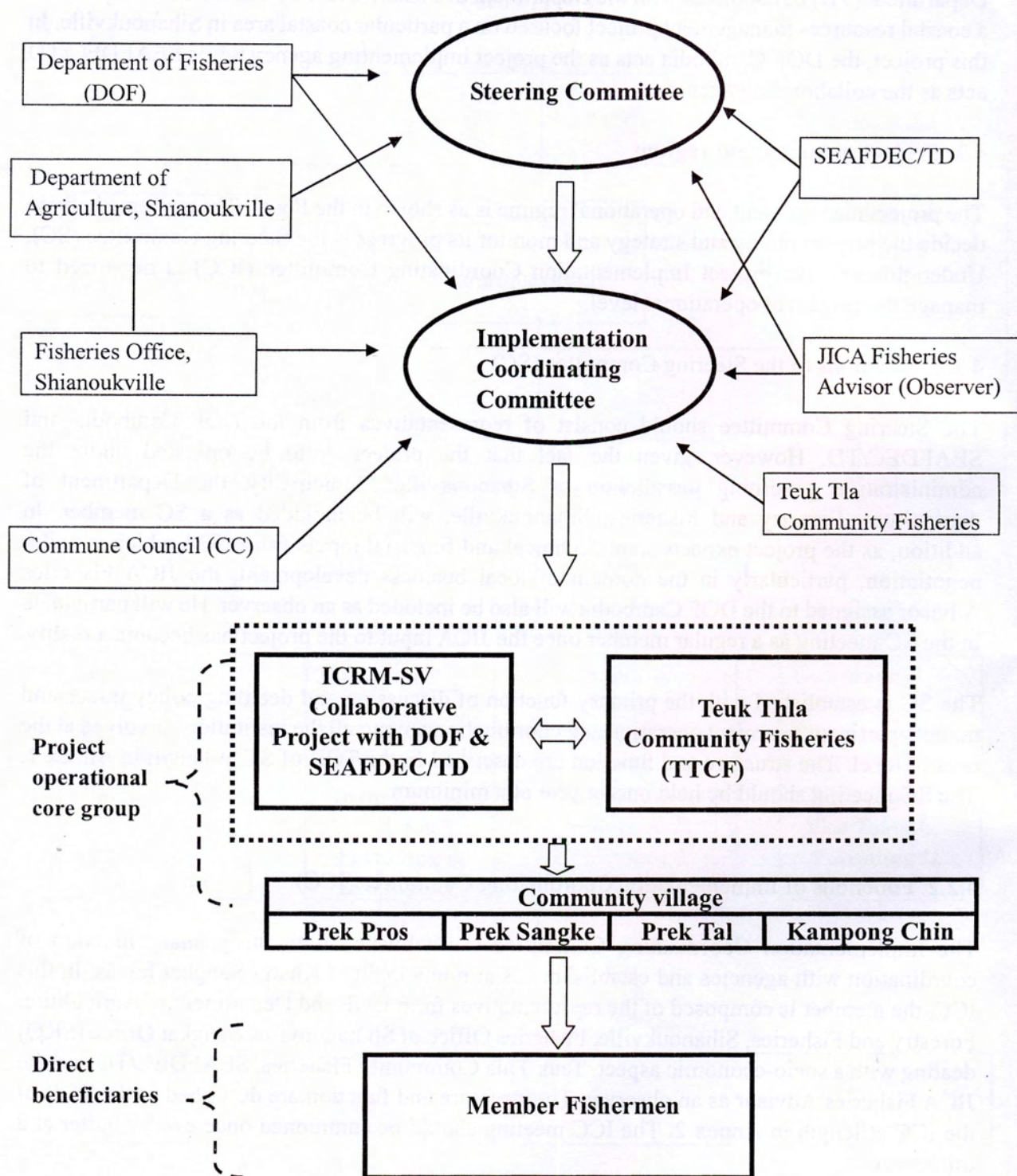
The SC is established with the primary function of discussing and deciding policy issues and matters pertinent to project operation and coordination among all the institutions involved at the central level. The structure and function are described in the TOR of SC at length in Annex 1. The SC meeting should be held once a year at a minimum.

#### **4.2.2. Functions of Implementation Coordinating Committee (ICC)**

The Implementation Coordinating Committee is established with the primary function of coordination with agencies and establishments at municipality / Khan / Sangkat levels. In this ICC, the member is composed of the representatives from DOF and Department of Agriculture, Forestry and Fisheries, Sihanoukville, Fisheries Office of Shihanouville, Sangkat Office (SKO) dealing with a socio-economic aspect, Teuk Thla Community Fisheries, SEAFDEC/TD and the JICA Fisheries Advisor as an observer. The structure and function are described in the TOR of the ICC at length in Annex 2. The ICC meeting should be summoned once every quarter at a minimum.



Fig. 2: **Project Management and Operational Regime**





### 4.3 Project operational regime

The project operational core group is the collaborative project Integrated Coastal Resources Management in Sihanoukville (ICRM-SV) with the Teuk Tla Community Fisheries (TTCF) as a counterpart group which is anticipated to continue activities after the completion of the project. This TTCF is upheld by the four community villages; i.e. Prek Pros, Prek Sangke and Prek Tal and Kampong Chin.

#### 4.3.1. Project office premises

The project is to open a head office in the premises of the Fisheries Office, Sihanoukville, equipped with necessary furniture and required office equipment including a computer set. A small field office is set up at the project operational site in Teuk Thla, which is equipped with simple office furniture. The premises can also be utilized in the Sub-committee house. The project extension specialist/socio-economist is to be stationed in this office.

#### 4.3.2. Functions of the project office

Under general orientation by the decision of the ICC meeting and following the approved project document, the joint project working group of ICRM-SV comprising of SEAFDEC/TD specialists and DOF Cambodia staff will implement a series of activities. The SEAFDEC/TD staff will visit the site as required and the day-to-day activities are pursued by the three liaison staff who are seconded to SEAFDEC/TD by DOF Cambodia and other regular and temporary staff of the DOF Cambodia. The Terms of Reference (TOR) for these liaison staff are described in Annex 3. The Marine Biologist shall be nominated as the Team Leader. The staffing of the field office is as described in the following.

#### **Project Head Office (Sihanoukville)**

##### DOF staff

- 1 Team Leader cum Marine Biologist (seconded to SAEFDEC/TD by DOF)
- 1 Socio-economist ( - do - )
- 1 Administrative Officer (Assigned by DOF)
- 1 Office Clerk ( - do - )
- A few assistant researchers as required (Assigned by DOF)

##### SEAFDEC/TD specialists

- 1 Project Leader
- 1 Socio-economist
- 1 Marine Biologist
- A few specialists as required

#### **Project Field Office (Teuk Thla)**

##### DOF staff

- 1 Aquaculturist (seconded to SAEFDEC/TD by DOF)

##### TTCF staff

- Secretary of TTCF (Stationed when required)



## 5. PROGRAM

The DOF Cambodia has formulated a Fisheries Development Action Plan covering four years from 2005 to 2008 and conducting development activities consonant with the this plan. The goal of the fisheries sector is defined as “maximizing the contribution of fisheries to the achievement of national development objectives especially those related to improving rural livelihoods of the poor, enhancing food security and the sustainable development and equitable use of the fisheries resources”. To achieve these goals, the action plan highlights the following six areas as prioritized action to be implemented as soon as possible.

- ① Reviewing, revising and improving the policies, plans, legislation, institutional and capacity (human and physical) of the fisheries sector,
- ② Increasing the areas for family fishing through Fishing Lot reforms,
- ③ Stock enhancement through conservation and research studies,
- ④ Community based fisheries management to promote local participation in fisheries management linked to livelihood diversification,
- ⑤ Improving the livelihood of poor rural people by enhancing the role of fish in food security, employment and income generation by ensuring the sustainable use of aquatic resources, and by increasing community and household production levels through rural aquatic development,
- ⑥ Improving the livelihood of poor people by improving their capacity to more effectively use fish after capture through enhanced post-harvest fisheries development.

The project intends to implement activities compatible with the above prioritized action plan of the DOF Cambodia, especially in 3, 4, 5 and 6 above.

### 5.1 Project objectives

The main project objectives are;

- ① To develop capacity building of local human resource to vigorously empower them to manage and sustain coastal resources and community development,
- ② To develop people's participation on a voluntary basis to be more systematic and empowered through whatever type of local management body institution to proactively strengthen community development and resource management,
- ③ To encourage people's participation to create job opportunities and establish local businesses to increase accessible sources of income to alleviate community poverty and develop the economic scale of the community.

### 5.2 Project outputs

During the project tenure for a period of three years, resources will be mobilized to achieve the following outputs.

- ① Developed local human resources particularly in Teuk Tla Community Fisheries to enable them to manage and sustain coastal resources and community development



- ② Improved people's voluntary participation in community development and resources management in more systematic and empowered manners,
- ③ Encouraged people's participation to establish local businesses in the community, thereby supplementing income for the community and diversification of job opportunities are realized.

### 5.3 Activities

To produce the above outputs, the following activities are deployed during the project tenure of 3 years. The following is the tentative work plan, that highlights each activity line and a detailed action plan is prepared every year taking into account the realistic status of the project progress, any constraints and other updated surrounding factors. The tentative project activity implementation plan is shown in the chart of Annex 4.

#### 5.3.1. Activity 1: Project preparatory stage

With the intention to initiate a new project, the preparatory work is carried out for 6 months as listed below.

##### 5.3.1.1. Preparatory mission for site inspection

The brief site inspection was made in June 2004 and a visit to the proposed site was conducted. The further detailed survey at the proposed site took place to confirm the appropriateness of the site selection and to ensure the readiness for project implementation. In fact, this was executed on 10<sup>th</sup> – 14<sup>th</sup> January 2005.

##### 5.3.1.2. Preparation of Project Document (PRODOC)

Based upon the findings and observations during the above mission, the PRODOC for the project Integrated Coastal Resources Management in Sihanoukville (ICRM-SV) is formulated by SEAFDEC/TD. The outcome of the socio-economic baseline survey conducted on 14<sup>th</sup> – 17<sup>th</sup> March 2005 is also reflected in the framework formation of the project. The PRODOC will be finalized by the end of June 2005 jointly by SEAFDEC/TD and DOF Cambodia.

##### 5.3.1.3. Approval of the PRODOC at the Steering Committee meeting

Once the PRODOC is finalized, it will be presented to the 1<sup>st</sup> SC meeting to be held in July 2005 for endorsement.

#### 5.3.2. Activity 2: Baseline/ monitoring survey

##### 5.3.2.1. Base line socio-economic survey

Upon or before initiation of the project operation, a baseline socio-economic survey is conducted to grasp the socio-economic conditions in the project area. The survey is essential and conducive to outsiders not only to learn about a community, but also to be a milestone for the pre-operational status and thereby the project can use it as a means of measuring the degree



of achievement within the period of project operation. The survey result is compiled and imparted to the stakeholders.

#### 5.3.2.2. Monitoring socio-economic survey

The socio-economic survey will be repeated toward the end of the project to measure the impact of the project operation and suggest future courses of development after the completion of the project.

#### 5.3.2.3. Specific subject survey

Any survey with a specific subject is conducted as required during the project tenure. A basic fish landing survey limited to the project operational area may be the first to begin.

### 5.3.3. Activity 3: Encourage and extend locally-based fishery resources management

#### 5.3.3.1. Study on the current level of CBRM

The current level of approach for CBRM is studied along with the baseline survey data and discussion with the member of the TTCF. Based upon this result, further steps toward deployment of the CBRM concept are advanced.

#### 5.3.3.2. Prepare and submit Community Management Plans (CMP)

Consistent with the procedure and formality stipulated in the Sub-decree on Community Fisheries Management which was promulgated on 10<sup>th</sup> June 2005, the Community Fishing Area Agreement (CFAA) and further the Community Fishing Area Management Plan (CFAMP) are formulated with assistance of the DOF's responsible officers and submitted to the relevant authorities for approval.

#### 5.3.3.3. Implement Community Management Plan (CMP)

Once the above CMP is approved, an effort to develop coastal fisheries in the area strictly abiding to the CMP is pursued by all members of the TTCF. The project leads this activity onto the right track.

#### 5.3.3.4. Evaluation and dissemination of the Community Management Plans (CMP)

After the commencement of practical implementation of the CMP, a periodical self- evaluation is made on the implementation of the CMP every year. The result is incorporated in the next revision of the plan and also reflected in the formal evaluation to be conducted by the relevant authorities. The outcome of the implementation should be published for the purpose of dissemination to other community fisheries.



#### 5.3.4. Activity 4: Promotion of local businesses

##### 5.3.4.1. Identify job opportunities to be introduced

Based upon the initial study, the project must identify any local business, not always necessarily related to fisheries, that can be of help the provision of supplemental income to the fishermen's community or provide alternative job opportunities to those who are not engaged in full time fisheries, or to those who intend to shift from over-exploited or over-capitalized fishing.

##### 5.3.4.2. Organize working groups for the introduction of job opportunities

The project organizes participatory groups of those who are willing to participate in the group work, especially for the women's groups. These groups will be included in the TTCF as a supporting sub-group.

##### 5.3.4.3. Introduction of new local businesses

The project exerts efforts in the introduction of any local businesses that are considered potentially promising and applicable to the community through providing appropriate training with the assistance of physical facilities to be contributed by the DOF or any organizations, or to be created by themselves through credit schemes. All through these activities, emphasis is placed on the economic viability of these business ventures. To maintain this line, proper bookkeeping and accounting systems will be introduced from the outset.

##### 5.3.4.4. Evaluation of business sustainability

The economic status of the local business is reviewed periodically to ensure economic and physical viability. The result should be discussed thoroughly at the ICC or the SC meetings as being appropriate for further development.

#### 5.3.5. Activity 5: Enhance human resources capacity and participation

In fact, the theme of human resources development (HRD) constitutes the mainstream of this project and particular emphasis is placed throughout the project operation on this issue, even when implementing other activities.

##### 5.3.5.1. Workshop on transferring data and information

Any data and information yielded by the project is disseminated among stakeholders for them to be well acquainted with their surroundings and the constraints to be tackled. This can be achieved through a local workshop.

##### 5.3.5.2. Reinforcement of structure and capacity of the existing TTCF

The TTCF is the core body in the overall picture of CBRM and reinforcement of its institutional and human capacity is the major concern of the project. To begin with, an effort is so made to identify training needs to enhance human and institutional capacity, particularly in the



~ component of coastal resources management. Based upon the above findings, an action plan is formulated and executed each year.

#### 5.3.5.3. Participation in community development work

In part, community development work can be pursued by voluntary participation by community members. This is important in the sense that the motivation of community development is fostered through the group work that leads to the united social ties. This is essential and conducive when deploying community based resources management. The needs of participation are clarified in the first place and the project coordinates the occasions of the group work in which stakeholders participate voluntarily.

#### 5.3.6. Activity 6: Rehabilitation and enhancement of coastal resources

This activity is carried out in association with the Special 5-year program SDI-4 (Resources Enhancement) if it is extended beyond 2005, or otherwise the required funds should be earmarked from the year 2006 for this project.

##### 5.3.6.1. Identify and formulate a plan for resources enhancement

In the first place, the needs to rehabilitate and enhance coastal resources are identified in studying the current situation of fisheries resources and the feasibility for enhancement. Based upon this, a plan of rehabilitation and enhancement on coastal resources is formulated. The implementation of a resources enhancement plan, however, requires a substantial amount of funding. Therefore, the plan should be prepared realistically within the budget possibly available.

##### 5.3.6.2. Implementation of the resources enhancement plan

The above plan is to be implemented subject to the budget availability.

#### 5.3.7. Activity 7: Fishing / fish handling technologies improvement

It is considered that the current volume of fish harvest in the project area has reached the highly exploited level. Nevertheless, many fishermen expressed their wish to learn improved fishing methods not only to increase catch volume per unit effort but also shorten the fishing hours to save time. In response to their request, the introduction of improved fishing methods is envisaged with cautious application of eco-friendly fishing methods. In parallel with this activity, the specific subject survey on marine biology is conducted to monitor the impact given by the introduction of improved fishing methods. Similarly, the introduction of improved fish handling on-board is included. However, this needs a coherent approach with marketing.

##### 5.3.7.1. Identify improvement needs in fishing / fish handling technologies

Initially, improvement needs in fishing technology and fish handling on-board are studied and identified in the baseline survey.



#### 5.3.7.2. Introduction of improved technologies

Based upon the result of the above study, the introduction of improved fishing and on-board fish handling methods is conducted through training or study tours. Prior to the actual training courses to be conducted, however, experimental fishing should be repeated in the project operational area to ensure its practical applicability to the area. Once its applicability is confirmed through the experiment, the practice is commenced.

#### 5.3.7.3. Monitoring impact given by the introduction of improved technologies

As aforementioned, the monitoring impact survey is conducted after the introduction of such improved fishing methods. The result will reflect on the continuation of the practices.

### 5.3.8. Activity 8: Project management meeting

As depicted in the Fig. 2 : The project management and operational regime, a steering committee and a implementation coordination committee are organized.

#### 5.3.8.1. Steering Committee (SC) meeting

For the purpose of determining the project strategy and putting the project orientation on the right track at the central level, a steering committee is organized as described in the TOR of Annex 1. The SC shall summon a meeting once a year at a minimum. The first one is to be held upon the commencement of the project to endorse the PRODOC.

#### 5.3.8.2. Implementation Coordinating Committee (ICC) meeting

Aimed at coordinating project operation at the municipal, khan, sangkat and village level, the project implementation coordinating committee is organized as described in the TOR of Annex 2. The ICC shall summon 4 meetings a year at a minimum. The first one is to be held immediately after the commencement of the project to declare the start of the project.

### 5.3.9. Activity 9: Project evaluation

The project evaluation takes place twice during the project tenure; i.e. mid-term and final.

#### 5.3.9.1. Mid-term project evaluation

The mid-term project evaluation shall take place in September 2006. The evaluation report is to be compiled by the end of October 2006.

#### 5.3.9.2. Terminal project evaluation

The terminal project evaluation will take place in October 2007. The evaluation report is to be compiled by November 2007.



## 6. INPUTS AND FUNDING

The project is managed under the collaborative project framework and the inputs and funding arrangement are made as follows.

### SEAFDEC/TD inputs and funding

- SEAFDEC/TD Project staff and researchers in various fields as required
- Traveling cost for SEAFDEC/TD staff including domestic traveling in Cambodia
- Recruitment of three project staff in the office of Sihanoukville as liaison researchers of SEAFDEC/TD who are in effect seconded by the DOF Cambodia
- Some basic equipment to carry out the research work as required; e.g. a PC and a photo-copier
- The cost of training including study tours as required
- The cost of seminars and workshops organized by the project
- Other minor miscellaneous expenses including field communication

The contribution from SEAFDEC/TD is derived from the Japanese Trust Fund, and therefore the amount of yearly input is determined each year upon request. For example, the approved amount for the year of 2005 is as follow;

Table 2: SEAFDEC/TD contribution in 2005

<u>Expenditure item</u>	<u>USD</u>
- Traveling cost	32,310
- Meeting cost	1,300
- Communication	100
- Publication	800
- Training	7,380
- Equipment	1,020
- <u>Technical assistance</u>	<u>3,470</u>
Total input:	46,380

### DOF Cambodia inputs and funding

- Domestic traveling cost for the DOF staff
- Assignment of the project staff:
  - o 1 Administration officer in Sihanoukville office
  - o 1 Office clerk in the Sihanoukville office
  - o a few assistant researchers when necessary
- An office premises in Sihanoukville and a small field office in Teuk Thla (possibly used jointly with TTCF)
- Basic office equipment including desks, chairs, shelves etc.
- Providing office maintenance cost including electricity and water supply
- Providing local transportation to the project staff as required
- Local administrative arrangements necessary for pursuing the project activity



## **7. MONITORING AND EVALUATION**

The project progress is kept monitored through the mechanism of project management and operational committees; the SC at the central (management) level and the ICC at the local (operational) level. The SC and the ICC summon meetings yearly and quarterly at a minimum respectively. The discussions on project progress are primarily based on the bi-annual project progress reports in the manner of self-evaluation practice.

The project evaluation is made twice by out-sources in the mid-term and the final stages of the project tenure. The findings and recommendations in the mid-term project evaluation are reflected in the future course of project activity and operation. While those in the terminal project evaluation not only constitute an appraisal of the project achievement but also set forth guidelines for the future orientation of a total community development scheme.

## **8. REPORTING**

The project progress is monitored by the project progress report prepared twice a year, called "Biannual Project Progress Report" which is jointly drafted by the SEAFDEC/TD Project Leader and the DOF Team Leader for endorsement by the SC committee.

Original: Finalized on 27.07.2005



## **Annex 1**

### **TERMS OF REFERENCE**

#### **Steering Committee (SC)**

For the purpose of initiating and promoting a collaborative project between DOF Cambodia and SEAFDEC/TD under the FCG, a steering committee will be established with the following duties:

**A. Title of the Project:** Integrated Coastal Resources Management in Sihanoukville (ICRM-SV)

**B. Duties:**

- a. To decide on policy issues pertaining to the implementation of the project
- b. To guide the project strategy and the direction of the project implementation
- c. To endorse the original and the revised project documents
- d. To review and endorse the annual project work plan
- e. To monitor and evaluate project progress
- f. To coordinate among all the institutions involved in the project operation on the central level
- g. To assign technical officers for the project.

**C. Membership:**

- a. Deputy Director, DOF Cambodia ( National Coordinator for SEAFDEC) – Chairperson
- b. Director, Department of Agriculture, Sihanoukville (Vice-chairperson)
- c. Chief, Community Fisheries Development Office, DOF Cambodia –
- d. Chief, Fisheries Office, Sihanoukville
- e. Project Leader, SEAFDEC/TD
- f. JICA Expert Fisheries Advisor assigned to DOF Cambodia (with the capacity of an observer pending substantial contribution to the project)

**D. Frequency of the meeting**

The steering committee should meet at least once a year. An additional SC meeting may be summoned at the request by either DOF Cambodia or SEAFDEC/TD.



## **TERMS OF REFERENCE**

### **Implementation Coordinating Committee (ICC)**

For the purpose of coordinating implementation activities, the Implementation Coordination Committee shall be established with the following duties:

**A. Title of the Project:** Integrated Coastal Resources Management in Sihanoukville (ICRM-SV)

**B. Duties:**

- a. To supervise, monitor and evaluate the implementation of the project at the municipal, Khan and Sangkat levels
- b. Prepare progress reports of the project as required by the Steering Committee every 6 month; in practice it will be compiled jointly by the Team Leader and the SEAFDEC/TD Project Leader in collaboration with other ICC members,
- c. Prepare a detailed annual project work plan for approval by the SC
- d. Coordinate among all institutions and agencies concerning project operation at the local level

**C. Membership:**

- a. Deputy Director, DOF Cambodia (National Coordinator for SEAFDEC) – Chairperson
- b. Chief, Community Fisheries Development Office, DOF – Vice-chairperson
- c. Chief, Fisheries Office, Sihanoukville – Vice chairperson
- d. Representative of Sangkat (Commune Council)
- e. Representative of Teuk Thla Community Fisheries
- f. Village chiefs of Teuk Thla
- g. Project Team Leader
- h. Project Leader, SEAFDEC/TD
- i. JICA Expert Fisheries Advisor assigned to DOF Cambodia (with the capacity of an observer pending substantial contribution to the project)

**D. Frequency of the meeting**

The ICC should meet at least 4 times a year.



## **TERMS OF REFERENCE**

Team Leader / Marine biologist

**Duty station:** Sihanoukville

**Duration:** one year extendable to the maximum 2.5 years until December 2007

**Duties to be pursued:**

Under the overall guidance and supervision of the Chief, Community Fisheries Development Office, DOF Cambodia and with close consultation with the Project Leader of SEAFDEC/ TD, he/she will exclusively undertake the following duties.

- a. Prepare jointly the detailed annual work plan with the Project Leader of SEAFDEC/ TD and submit to the SC meeting for approval
- b. Jointly prepare the biannual project progress report biannually for submission to the relevant authorities and agencies
- c. Pursuant to the project framework and requests by the SC members, organize the SC and the ICC meetings as appropriate,
- d. Take a leading role in the implementation of the project activity in line with the project document
- e. Participate in various meetings of Teuk Thla Community Fisheries for consultation and providing technical guidance
- f. In addition, assume the professional responsibility in the field of work as a marine biologist
- g. Other duties as required / judged necessary

**Qualification:**

He/she should:

- a. be a staff member of DOF Cambodia and be seconded to SEAFDEC/TD within the special personal service agreement,
- b. hold a BSC degree in fisheries,
- c. have experience in coordinating team work and show an ability to take a leadership role in pursuing the duties,
- d. have working experience in the field of marine biology over 5 years and
- e. A fluent command of English in both speaking and writing.



## **TERMS OF REFERENCE**

### **Socio-economist**

**Duty station:** Sihanoukville

**Duration:** one year extendable to the maximum 2.5 years until December 2007

**Duties to be pursued:**

Under the overall guidance and supervision of the Team Leader and the Project Leader of SEAFDEC/ TD, he/she will undertake the following duties exclusively.

- a. pursue the work pertinent to the field of extension services and socio-economy as described in the project document and the detailed annual work plan,
- b. report to the Team Leader with all activities pursued,
- c. contribute to the preparation of the detailed annual work plan in his/her professional domains,
- d. participate in the ICC meeting and contribute to the technical input,
- e. with the technical guidance by and cooperation with the SEAFDEC/TD socio-economists, establish a workable and effective extension networks in the community,
- f. participate in various meetings of Teuk Thla Community Fisheries for consultation and providing assistance,
- g. maintain a good relationship with the society and individual fishermen in Teuk Thla
- h. Other duties as required / judged necessary

**Qualification:**

He/she should:

- a. be a staff member of DOF Cambodia and be seconded to SEAFDEC/TD within the special personal service agreement,
- b. hold a BSC degree in fisheries or socio-economics
- c. have working experience in the field of extension work or fisheries socio-economy over 5 years and
- d. a good command of English in both speaking and writing.



## **TERMS OF REFERENCE**

### **Aquaculturist**

**Duty station:** Teuk Thla

**Duration:** one year extendable to the maximum 2.5 years until December 2007

**Duties to be pursued:**

Under the overall guidance and supervision of the Team Leader and the Project Leader of SEAFDEC/ TD, he/she will exclusively undertake the following duties.

- a. with the technical guidance and supervision by the specialist(s) arranged by SEAFDEC/TD or DOF Cambodia or JICA Expert, pursue the aquaculture business development consonant with the tentative work plan of the project document and the detailed annual work plan,
- b. study an applicability of aquaculture technology to the local level fish farming and guide the TTCF staff responsible for aquaculture business for the technical application,
- c. report to the Team Leader on all activities pursued,
- d. contribute to the preparation of the detailed annual work plan in his/her professional domains,
- e. participate in the ICC meeting and contribute to the technical input,
- f. Participate in various meetings of Teuk Thla Community Fisheries for consultation and providing technical guidance
- i. Other duties as required / judged necessary

**Qualification:**

He/she should:

- g. be a staff member of DOF Cambodia and be seconded to SEAFDEC/TD within the special personal service agreement,
- h. hold a BSC degree in aquaculture technology,
- i. have working experience in the field of aquaculture over 5 years and
- j. a good command English in both speaking and writing.



Activity / Operational Year (quarter)	2005				2006				2007			
	1	2	3	4	1	2	3	4	1	2	3	4
<b>1. Project preparatory phase</b>												
1.1. Preparatory mission for site inspection	↔											
1.2. Preparation of Project Document (Prodoc)		↔										
1.3. Approval of Prodoc at SC meeting			↔									
<b>2. Baseline / monitoring survey</b>												
2.1. Base line socio-economic survey	↔											
2.2. Monitoring socio-economic survey									↔			
2.3. Specific subject surveys			↔									↔
<b>3. Encourage and extend locally-based fishery resources management</b>												
3.1. Study on current level of CBRM			↔									
3.2. Prepare and submit Community Management Plan(CMP)				↔								
3.3. Implement Community Management Plan (CMP)					↔							↔
3.4. Evaluation and dissemination of Community Management Plan (CMP)											↔	↔
<b>4. Promotion of local business</b>												
4.1. Identify job opportunities to be introduced			↔									
4.2. Organize working groups for introduction of job opportunities			↔									
4.3. Introduction of new local business				↔								↔
4.4. Evaluation of business sustainability											↔	
<b>5. Enhance human resources capacity and participation</b>												
5.1. Workshop on imparting data and information			↔		↔							↔
5.2. Reinforcement of structure and capacity of existing TTCF					↔							
5.3. Participation in community development work					↔							↔
<b>6. Rehabilitate and enhance coastal resources</b>												
6.1. Identify and formulate a plan for resources enhancement				↔								
6.2. Implementation of the resources enhancement plan					↔							↔
<b>7. Fishing / fish handling technologies improvement</b>												
7.1. Identify improvement needs in fishing /fish handling technologies				↔								
7.2. Introduction of improved technologies					↔							↔
7.3. Monitoring impact given by introduction of improved technologies					↔							↔
<b>8. Project management meeting</b>												
8.1. Steering Committee (SC) meeting			↔		↔				↔			
8.2. Implementation Coordination Committee (ICC) meeting			↔	↔	↔	↔	↔	↔	↔	↔	↔	↔
<b>9. Project evaluation</b>												
9.1. Mid-term project evaluation							↔					
9.2. Terminal project evaluation												↔



## Annex 5

### Map of the Project site

