



PEMSEA EC Meeting Report 10

PROCEEDINGS OF THE TENTH EXECUTIVE COMMITTEE MEETING

**PEMSEA Resource Facility
Manila, Philippines**

20 – 21 April 2012



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PROCEEDINGS OF THE TENTH EXECUTIVE COMMITTEE MEETING

Manila, Philippines, 20-21 April 2012

A. INTRODUCTION

- i. The Tenth Executive Committee Meeting was held at the Oakwood Premier Joy-Nostalg Center, on 20 April 2012 and at the PEMSEA Resource Facility, Manila, Philippines, on 21 April 2012.
- ii. The Meeting was attended by the EAS Partnership Council Chair, Dr. Chua Thia-Eng; Technical Session Chair, Mr. Hiroshi Terashima; Council Co-Chair Ambassador Mary Seet-Cheng; Intergovernmental Session Co-Chair Undersecretary Analiza Rebuella-Teh; and Technical Session Co-Chair Prof. Chul-Hwan Koh.
- iii. A representative from the Ocean Policy Research Foundation (OPRF) of Japan participated as an observer. The PEMSEA Resource Facility (PRF) served as the Secretariat for the meeting.
- iv. The provisional agenda for the meeting is attached as Annex 1. A full list of participants is attached as Annex 2.

B. OPENING OF THE MEETING

- i. On behalf of the Executive Committee, Dr. Chua Thia-Eng, Council Chair, welcomed the members of the Executive Committee to the Meeting. Dr. Chua requested the Secretariat to brief on the key agenda of the meeting.
- ii. On behalf of the PEMSEA Resource Facility, Prof. Raphael P.M. Lotilla, Executive Director, welcomed the members of the Executive Committee (EC) and proceeded to brief the meeting on the key items for discussion.

1.0 EXECUTIVE COMMITTEE GOVERNANCE AND EC MEMBER ACTIVITIES (EC/12/DOC/04)

Discussion Highlights:

- 1.1 Following his promotion as Deputy Administrator of the China National Geographic Survey, Dr. Li Haiqing, Intergovernmental Session Chair, submitted his resignation from the Executive Committee, but without a definite schedule of effectivity.
- 1.2 In accordance with the PEMSEA Rules Governing the Election by Consensus of Partnership Council Officers and Co-Chairs, the resignation of Dr. Li Haiqing, should be submitted for review and approval by the EAS Partnership Council.

The PEMSEA Rules further stipulates that in case of vacancy (i.e., resignation) the Co-Chair will be in an acting capacity until the next regular election (i.e., July 2013), as such any resignation cannot be replaced by nominating a replacement.

Conclusion:

- 1.3 The Executive Committee concluded that since the next regular election of the EAS Partnership Council is only a few months away, it would be appreciated if Dr. Li Haiqing could complete his term to ensure smooth turnover of his chairmanship to the succeeding Intergovernmental Session Chair.

Recommendations:

The Executive Committee recommended that:

- 1.4 The PRF conduct further consultations with Dr. Li Haiqing and explain the position of the Executive Committee on the matter; and
- 1.5 Dr. Li Haiqing be invited to participate in the Special EAS Partnership Council in July 2012 and in the 11th Executive Committee in October 2012.

2.0 TERMINAL EVALUATION OF THE GEF/UNDP PROJECT ON THE IMPLEMENTATION OF THE SDS-SEA

Discussion Highlights:

- 2.1 In accordance with the GEF requirements and process, projects are required to undergo Mid-Term and Terminal Evaluations to assess the overall success and achievement of the project's objectives and targets. In view of the short interval between the Mid-Term Evaluation and the Terminal Evaluation for the GEF/UNDP Project on the Implementation of the SDS-SEA, UNDP and UNOPS suggested that the two evaluations be combined, and that the project proceed directly with the conduct of a Terminal Evaluation.
- 2.2 It was emphasized that while the Project has been extended to December 2013, it is crucial for PEMSEA to complete the Terminal Evaluation before October 2012 as part of the requirements of the grant application to GEF for the next phase of PEMSEA.
- 2.3 The PRF has submitted to UNDP and UNOPS the Terms of Reference (TOR) and proposed work plan and schedule with a target start date of July 23, 2012 and target completion by August 23, 2012.
- 2.4 UNDP and UNOPS suggested the involvement of the evaluators in the forthcoming East Asian Seas (EAS) Congress 2012 in RO Korea. However, budget constraints are evident and this will need to be assessed further.

Conclusion:

- 2.5 The Executive Committee concluded that it is crucial for the Terminal Evaluation to be conducted and completed on schedule so as not to delay the submission of the PIF to GEF for PEMSEA's next phase.

Recommendations:

The Executive Committee recommended that:

- 2.6 The PRF coordinate closely with UNDP and UNOPS to ensure that the Terminal Evaluation will be conducted and completed on schedule; and
- 2.7 The PRF report to the Special EAS Partnership Council Meeting in July 2012, the status of preparations for the Terminal Evaluation and brief the PEMSEA Country Partners and ICM sites on the arrangements and expectations of the evaluation.

3.0 EAST ASIAN SEAS CONGRESS 2012 AND PEMSEA PARTICIPATION TO THE YEOSU EXPO

EAS Congress 2012

- 3.1 The PRF briefed the meeting on preparations for the EAS Congress.
- 3.2 The Congress is close to reaching its target of securing 500 international participants for the International Conference based on the 416 total registrations and commitments received as of April 19, 2012. While the RO Korea organizers are in the process of securing confirmations from different local institutions and organizations in RO Korea in order to reach the target of 1,000 local participants. The exhibition, which has a target of 100 booths, has received thus far, 29 registrations and commitments from the international level and 26 registrations from RO Korea. The majority of the registrations outside of RO Korea came from local governments in the region.
- 3.3 Under the International Conference, 18 organizations or institutions have confirmed to serve as workshop co-conveners or sponsors. Of the 18, eight are Non-Country Partners of PEMSEA.

Discussion Highlights:

- 3.4 Some of the workshops (i.e., Subtheme 1 workshops on blue economy) need to be re-assessed to show linkages and application of the blue economy principles on on-the-ground activities. Subtheme 1 Workshop 1 in particular may be redesigned to focus on the opportunities and challenges of an ocean-based blue economy at the local level. Some possible paper presentations may come from

the following sectors: aquaculture/polyculture; ports; ecotourism; waste management; alternative energy, etc.

- 3.5 The World Ocean Council and its member companies may be a good network to tap for the Workshop on Corporate Social Responsibility (CSR) and the EAS Congress.
- 3.6 The meeting noted with appreciation the commitment from RO Korea to support some participants from the developing countries, as well as the confirmation from some countries and local governments to support or subsidize the participation of their delegates. However, there is still a need to identify other possible sponsors for participants from the developing countries.
- 3.7 To facilitate Singapore's assessment of the viability of hosting the next EAS Congress, it is important to provide the National Focal Point with the parameters for hosting the EAS Congress.
- 3.8 It would be good to put on display or distribute to the Ministers some of the key PEMSEA publications or documents that will be produced in time for the EAS Congress, particularly the State of the Coasts (SOC) Reports.
- 3.9 To set the EAS Congress apart from other international conferences it is important to assess the direction and focus of future Congresses and to maintain the substance and quality of workshops, highlighting good practices and actions on-the-ground.

Yeosu Expo 2012

- 3.10 The PEMSEA exhibition at the Yeosu Expo 2012 is a good opportunity to promote PEMSEA and its achievements and activities to a wider international audience.
- 3.11 Some of the East Asian countries participating in the Yeosu Expo 2012 are expected to host their respective "National Days". It would be good if a National Day coincides with the planned launching of the Port Safety, Health and Environmental Management (PSHEM) Code and Recognition System by PEMSEA at the Yeosu Expo on July 13, 2012.
- 3.12 The launching of the PSHEM Code and Recognition System is a good opportunity to highlight the PSHEM as one of the successful projects of PEMSEA. This also provides a good opportunity to engage other ports in the region (i.e., Xiamen Port, Danang Port, Singapore Port, etc.)
- 3.13 Apart from the PSHEM Code and Recognition System, the PEMSEA exhibit at Yeosu will also showcase various achievements of PEMSEA as well as the Gulf of Thailand Sensitivity Mapping project that is also being funded by the Yeosu Project Fund.

Conclusions:

- 3.14 The Executive Committee concluded that:
- The high registration from the local governments and non-government stakeholders for the EAS Congress is a good indication of the increasing value and appreciation of PEMSEA's work at the local level.
 - Some of the workshops need to be further re-assessed and modified to ensure clear focus and to provide useful information to stakeholders at the national and local levels.
 - In order to sustain the EAS Congress, it is important to develop future Congresses as a lean and affordable event.
- 3.15 The PEMSEA/GEF pavilion at the Yeosu Expo 2012, which is located across the UN pavilion, sends out a good signal to the international community that PEMSEA is being recognized as a key regional organization in coastal and ocean governance.

Recommendations:

The Executive Committee recommended that:

- 3.16 The PRF emphasize the high involvement of local governments or stakeholders and the PEMSEA Partners in the EAS Congress as one of the unique aspects and key strength of PEMSEA.
- 3.17 The PRF further review and modify some of the conference workshops based on the suggestions from the EC.
- 3.18 The PRF inform the Yeosu organizers and confirm availability of a function room for the proposed launching of the PSHEM Code at the Yeosu Expo on July 13, 2012.
- 3.19 The PRF prepare and distribute PEMSEA brochures as well as giveaways (e.g., postcards) at the Yeosu Expo 2012 to further promote PEMSEA and its activities.

4.0 FOURTH MINISTERIAL FORUM: DRAFT DECLARATION AND STATUS OF PREPARATIONS (EC/12/DOC/06)

Discussion Highlights:

- 4.1 The highlight of the Ministerial Declaration is the Regional SDS-SEA Implementation Plan and the blue economy. The timing of the Ministerial Forum presents an opportunity to reflect the focus of the Rio+20 outcome. At the same time, the SDS-SEA has been recognized as an important framework for achieving sustainable development, which should be made clear in the Declaration.

- 4.2 The message regarding the SDS-SEA should also be conveyed by the introductory video, the welcome message of the PEMSEA Chair, and every opportunity during the Ministerial Forum.
- 4.3 The Ministerial Forum is an opportunity for engaging the Ministers in a substantive discussion on the future of PEMSEA. The program should be revised to include the following:
- The introductory video showing the progress and achievements of PEMSEA.
 - Two presentations from local governments on the benefits they have gained from PEMSEA.
 - A discussion on the transformation and re-engineering of PEMSEA and the need for country ownership and support.
- 4.4 Other points regarding the Ministerial Forum were as follows:
- A three-page document on the importance of PEMSEA needs to be prepared to support the discussion.
 - A PowerPoint presentation on the same topic needs to be prepared to introduce the discussion.
 - Country statements will not be read but only distributed.
 - The members of the Executive Committee will visit some Ministers to introduce the suggested changes and gain assurance of their support prior to the Congress.
 - The State of Coasts reports need to be presented to the Ministers to emphasize the benefit of PEMSEA on the ground.
 - The PSHEM Code and Recognition System should also be highlighted to the Ministers as one of the key achievements of PEMSEA.

Conclusions:

The Executive Committee concluded that:

- 4.5 The Ministerial Forum should give a very strong message regarding the region being able to move strongly towards sustainable development through the SDS-SEA implementation, as well as how the SDS-SEA supports the achievement of the blue economy.
- 4.6 It is time for the Country Partners to claim ownership of PEMSEA and express their support in a concrete way.

Recommendations:

The Executive Committee recommended that the PRF:

- 4.7 Revise the Ministerial Forum program in line with the suggestions of the Executive Committee;

4.8 Prepare the supporting document and presentation for the discussion at the Forum; and

4.9 Revise the draft Ministerial Declaration:

- To highlight the history of the SDS-SEA as the regional response to Agenda 21 and the WSSD Johannesburg Plan of Implementation and its continuing importance as the blueprint for sustainable development, taking into consideration that the blue economy can only be achieved in the context of sustainable development; and
- To take note of the fact that the SDS-SEA has been recognized by the WB and UNDP Programme Frameworks, and to welcome and endorse the same.

5.0 PEMSEA TRANSFORMATION: PEMSEA GOVERNANCE; PRF RE-ENGINEERING; FINANCIAL SUSTAINABILITY; AND PEMSEA ADVOCACY AND COMMUNICATION (EC/12/DOC/07)

Discussion Highlights:

Headquarters Agreement (HQA)

- 5.1 The meeting was informed that the Department of Environment and Natural Resources (DENR) will submit the final version of the Headquarters Agreement to the Department of Foreign Affairs (DFA) shortly. The document will then be endorsed to the Office of the President of the Philippines for approval and, thereafter, the HQA will be submitted to the Senate for review and concurrence. While the Senate hearing may take several months, the familiarity of a number of Senators with PEMSEA and its activities may help speed up the process.
- 5.2 The Philippine Government is carefully reviewing the immunities and privileges to be accorded to the Executive Director of PEMSEA, as included in the Headquarters Agreement. While there are no specific concerns on taxes and privileges, some comments were raised on the diplomatic immunities to be enjoyed by the ED. The PRF is already coordinating with the DFA to address the comments.

PEMSEA Rules of Governance

- 5.3 The status of the PEMSEA Rules of Governance were reviewed and discussed as follows:
- PEMSEA is currently using UNDP rules and guidelines for procurement and staff rules and regulations. Incorporating UNDP's regulations and guidelines into PEMSEA's Rules of Governance is practical and efficient, and will benefit PEMSEA with its application to become an Implementing Partner of UNDP.
 - Development of the Investment Management Guidelines (Annex 7 of the PEMSEA Governance and By-laws) is currently not a priority.

- UNDP regulations do not cover a Code of Ethics for mechanisms like the Executive Committee and Partnership Council. There are however other institutions like the Asian Development Bank (ADB), which can serve as reference if needed. A Code of Ethics for the Executive Committee and EAS Partnership Council will need to be submitted to the Partnership Council for review and approval.
- 5.4 Under the Rules of Procedure and Investigation (Annex 10 of the PEMSEA Governance and By-laws), any complaints or concerns concerning the PRF staff will be addressed by the Office of the Executive Director. Complaints concerning the Executive Director will have to be raised to a higher level such as the Executive Committee. The Executive Committee has the prerogative to assign other individuals or group to undertake the investigation.
- 5.5 Annexes 7 to 10 of the PEMSEA Governance and By-laws are considered to be internal and operational documents and are subject to further changes as the need arises. As such, these documents need not be adopted by the EAS Partnership Council and will emanate from the Executive Director in consultation with the Executive Committee.
- 5.6 In line with international fiduciary requirements, there is a need to create an Audit Committee under the EAS Partnership Council. The members of the Audit Committee will be appointed by the Partnership Council and may come from the members of the Partnership Council or external experts. The key task of the Audit Committee is to review the Auditor's Report on PEMSEA projects and program and validate its results and actions taken to address any non-conformities identified.

Conclusions:

- 5.7 The Executive Committee expressed appreciation to Prof. Lotilla, Usec. Analiza Teh and the DENR Philippines for their efforts in facilitating the review and endorsement of the Headquarters Agreement.
- 5.8 It is crucial to complete the review and approval process of the Headquarters Agreement by end of 2012 so as not to coincide and be further delayed by the Philippine 2013 elections.

Recommendations:

- 5.9 The Executive Committee recommended that the PRF:
- Continue to coordinate closely with the DENR and DFA to facilitate approval of the Headquarters Agreement.
 - Proceed with the adoption of UNDP Rules and Guidelines in completing the remaining annexes of the PEMSEA Rules of Governance, including Annex 8 on Procurement Guidelines and Annex 9 on Code of Ethics of the PEMSEA Governance and By-laws

- Secure more information regarding the preparation of Annex 9 on Code of Ethics before the Partnership Council Meeting in July 2012, and prepare an analysis on the applicability of the ADB Code of Ethics for submission to the EAS Partnership Council and Executive Committee.
- Develop and submit the Terms of Reference of the Audit Committee for review and approval by the EAS Partnership Council.

PRF Re-engineering Plan and Roadmap and Sustainable Financing Plan

Discussion Highlights:

- 5.10 The meeting noted that the responsibilities of the three core staff under the PRF Re-Engineering Plan, including the Executive Director, Executive Assistant and Secretariat Coordinator have been realigned. To help “bridge finance” the project to 2013, the funding for the Executive Director and Executive Assistant will be shifted from the GEF fund to the savings of the Regional Partnership Fund as agreed by UNDP Manila. Further discussion with UNOPS is required in order to confirm the changing of chart of accounts for the two posts from GEF to UNDP, as well as the issues pertaining to the UNOPS’ overhead charge for the service.
- 5.11 The staffing or transfer of the PRF personnel into the three PRF Core Group posts has implications on the Cost-Sharing Agreement (CSA) and thus requires further consultation and consensus building with the three contributing countries, UNDP Manila (i.e., Fund Manager) and UNOPS (i.e., Executing Agency for the current GEF project). The CSA is intended to support the PRF Secretariat Services and use of the fund is currently limited to salaries and operations of the Secretariat Services.
- 5.12 It is important to clarify to the contributing countries that the CSA and its supporting Project Document provided only an indicative listing of posts under PRF Secretariat Services and did not guarantee support to specific staff or nationality. Staff recruitment for the PRF Secretariat Services is governed by UNDP Rules and is subject to open competition.
- 5.13 As part of the long-term strategy for the PRF Re-Engineering and Sustainable Financing of PEMSEA, there is a need to reassess the CSA and the possibility of PEMSEA having direct agreements with the countries with regard to the transfer and management of their contribution to PEMSEA.
- 5.14 To further strengthen the PRF operations and services to the region, the PRF Re-Engineering Plan proposed a new and compact organizational structure that will consist of highly competent individuals. The new structure also opens up opportunities for various PEMSEA Country Partners to second highly qualified individuals as Partnership Officers.
- 5.15 The Re-Engineering Plan is envisioned to enable PEMSEA to become more independent wherein the Executive Director will be able to oversee all projects supported by different sources of funding. The Re-Engineered PRF also aims to enhance country ownership and support, making the Executive Director more accountable to the countries.

- 5.16 It is important to highlight to the countries the growing confidence in PEMSEA and the SDS-SEA by various institutions, as evidenced by the Platform Framework Documents of GEF/UNDP and GEF/World Bank, whereby the SDS-SEA is recognized as an overall framework and strategy for coastal and ocean governance in the East Asian Seas region and PEMSEA as the most viable regional mechanism for coordinating subregional projects.
- 5.17 Thailand and Vietnam are the only two countries that have not yet completed the endorsement of the UNDP/GEF Program Framework Document on “Reducing Pollution and Rebuilding Degraded Marine Resources in the East Asian Seas through Implementation of Intergovernmental Agreements and Catalyzed Investments”. It is crucial that PEMSEA secure the endorsement from all eight countries for submission to the GEF Council Meeting in June 2012.
- 5.18 The GEF/WB/PEMSEA Medium-Sized Project on Knowledge Management in support of the SDS-SEA Implementation is envisioned to serve as an entry point to establish PEMSEA as a knowledge platform on coastal and ocean governance in the East Asian Seas region. It will contribute to the training and capacity needs of the region.
- 5.19 The meeting noted with appreciation the support by various countries to PEMSEA. In particular, the meeting noted the support of the Government of the Philippines through the Department of Environment and Natural Resources (DENR) on the provision of office building and facilities; the funding support from China, Japan and RO Korea for the PRF Secretariat Services; and the annual contribution from Timor-Leste.
- 5.20 There is a need to identify various options to reduce the expenses and cover the conduct of succeeding Executive Committee and EAS Partnership Council meetings, as the budget allocation for the current phase has already been exhausted. In the future, the support for EC and PC meetings will need to come from country contributions.
- 5.21 The detailed computation on the operational costs of the PRF Core Group, EC and PC meetings, as well as operational and management costs have been identified in the PRF Re-Engineering Plan. These can serve as the basis for presenting to the countries the core funding requirements to sustain the PEMSEA operations.
- 5.22 Accreditation of PEMSEA as an implementing partner of UNDP will enable PEMSEA to manage its own funds and save significant costs associated with overhead charges by UNOPS.

Conclusions:

The Executive Committee concluded that:

- 5.23 The PRF needs to further explain to the countries the rationale, value and proposed arrangements under the PRF Re-Engineering Plan in order to enhance their understanding and support to its implementation.
- 5.24 It is high time for the PEMSEA Country Partners to contribute to the sustainability of PEMSEA's operations. Concise information on PEMSEA's importance, role and contribution to coastal and ocean governance and management in the countries and the region will help increase the level of understanding and appreciation for PEMSEA's value to the EAS region.
- 5.25 The PRF needs to coordinate further with Thailand and Vietnam and assess if there is a need to send a high-level delegation from PEMSEA to discuss and fast track the endorsement of the PFD to UNDP.
- 5.26 The support of PEMSEA Country Partners that are members to the GEF Council will be crucial in the approval of the Program Framework Document.

Recommendations:

The Executive Committee recommended that:

- 5.27 The PRF negotiate further with UNOPS on a reasonable administrative overhead charge for the changing of chart of accounts for the Executive Director and Executive Assistant posts, especially since the funds to be utilized will be coming from the country contributions.
- 5.28 The PRF consult with the donor countries and UNDP and build consensus with regard to future use of the Regional Partnership Fund.
- 5.29 The PRF develop talking points or guide for the discussion with countries, highlighting: (a) the value and contributions of PEMSEA to coastal and ocean governance and management in the region; (b) the PEMSEA Transformation Plans, particularly the PRF Re-Engineering and PEMSEA Sustainable Financing Plans; (c) the preparations for the next phase of PEMSEA; and (d) the objectives and target outcomes of the Fourth Ministerial Forum.
- 5.30 Depending on the status of PFD endorsement by Thailand and Vietnam, the PRF coordinate with the Executive Committee in organizing a high-level delegation that will visit and help speed up the process of PFD endorsement in the two countries.
- 5.31 The PEMSEA Country Partners represented in the GEF Council (i.e., the Philippines, China, Japan and RO Korea) be requested to support the submission of the PFD submission by PEMSEA in the GEF Council Meeting in June 2012.

PEMSEA Advocacy and Communication Road Map

Recommendation:

- 5.32 The Executive Committee recommended that the PRF develop a standard PEMSEA PowerPoint presentation for distribution to the Executive Committee and PEMSEA Partners to expand the publicity efforts of PEMSEA.

6.0 OTHER BUSINESS

KOEM's Application to Become a PEMSEA Non-Country Partner

Discussion Highlights:

- 6.1 In accordance with the guidelines to becoming a PEMSEA Non-Country Partner, the Korea Marine Environment Management Corporation (KOEM) has undertaken several activities with PEMSEA to demonstrate its presence and contribution in coastal and ocean development in the East Asian Seas region. In particular, KOEM has collaborated with PEMSEA in the conduct and completion of a Report on Climate Change Adaptation in the East Asian Seas Region, and is currently working with PEMSEA on the research of Monitoring and Analysis of Waters in the East Asian Seas Relating to Climate Change. KOEM is also co-convening a workshop on climate change at the East Asian Seas Congress 2012.
- 6.2 Apart from these collaborative activities, over the years KOEM has also expanded its areas of services and activities covering oil spill prevention, marine protected area, biodiversity, and climate change.

Conclusion:

- 6.3 KOEM has met the requirements to becoming a PEMSEA Non-Country Partner.

Recommendation:

- 6.4 The Executive Committee recommended the acceptance of KOEM as a Non-Country Partner of PEMSEA. The official acceptance of KOEM will be announced at the Special EAS Partnership Council Meeting in July 2012.

Special EAS Partnership Council Meeting Agenda

Discussion Highlight:

- 6.5 In view of the limited time allocated for the EAS Partnership Council Meeting in July 2012, the agenda items need to be focused and key information should be presented in a concise manner.

Recommendations:

The Executive Committee recommended that:

- 6.6 The PRF prepare a summary report on the PEMSEA Governance and By-laws, PEMSEA transformation plans and road maps, and preparation for PEMSEA's next phase, highlighting the status or actions taken, the key roles or expectations from the Country Partners or the National Focal Points, and target schedules;
- 6.7 The Special EAS Partnership Council Meeting focus on the following agenda items:
 - Introduction of New PEMSEA Partner;
 - Report from the Secretariat on the status and actions required from countries regarding the PEMSEA Governance and By-laws, PEMSEA transformation plans and road maps, and the preparations for PEMSEA's next phase;
 - Review and approval of the PEMSEA Work Plan and Budget for 2012-2013; and
 - Preparation and key issues to be discussed at the Ministerial Forum, including the SDS-SEA 5-Year Implementation Plan.

PEMSEA Regional Programme Director/PRF Executive Director's Intent to Relinquish his Post

Discussion Highlights:

- 6.8 Dr. Chua Thia-Eng, Council Chair, informed the Meeting that Prof. Lotilla has expressed several times his intention to the members of the Executive Committee to complete his current contract as an Executive Director and pursue other available opportunities. The Council Chair emphasized that the Executive Committee has made several interventions to request for the Executive Director to continue and complete the transition phase of PEMSEA.
- 6.9 The Council Chair expressed his sincere thanks to the Executive Director, particularly on his valuable contribution in securing the Recognition of PEMSEA's International Legal Personality as well as the preparation and ongoing review of the Headquarters Agreement with the Government of the Philippines.
- 6.10 In order to ensure a smooth transition, the Council Chair requested the Executive Director to continue up to the completion of the East Asian Seas Congress 2012 in July.
- 6.11 Prof. Lotilla expressed his deepest thanks to the PEMSEA organization, particularly to the EAS Partnership Council, the Executive Committee and the PRF staff for their support and hard work all throughout his term. Prof. Lotilla emphasized how each and everyone values the regional objective and the broader dimensions of the work being undertaken by PEMSEA. He assured the Executive Committee that even in his personal capacity, he will continue to support the objectives of PEMSEA.

- 6.12 Prof. Lotilla had committed to devote his time during the current phase of the PEMSEA/SDS-SEA project, but the extension of this phase from the initial terminal date of April 2011 to the end of 2013 would not allow him to postpone further other previous commitments he had made. But in recent consultations with UNOPS and UNDP on this matter, both agencies expressed the desirability of making the transition after the EAS Congress 2012 in July. He was advised that while the position of Regional Programme Director is a full-time position, this may allow during the transition for outside activities which carry no conflicts of interest and provided the approval of the UNOPS Executive Director is obtained.
- 6.13 Since Prof. Lotilla's contract is due to expire on May 10, 2012, he initially expressed his preference to let the contract expire.
- 6.14 Mr. Hiroshi Terashima, Technical Session Chair, expressed his appreciation to the Executive Director's work and contribution to PEMSEA. Mr. Terashima expressed his hopes that the Executive Director might reconsider his decision and stay on for as long as possible or at least to complete the tasks up to the end of the EAS Congress 2012.
- 6.15 Ambassador Mary Seet-Cheng, Council Co-Chair, joined Dr. Chua and Mr. Terashima in thanking the Executive Director for his support to PEMSEA. She further emphasized that they recognize that the Executive Director has a number of opportunities ahead of him, but would appreciate for him to stay on up to July 2012.
- 6.16 Prof. Chul Hwan Koh, Technical Session Co-Chair, expressed his concerns on the stability of the leadership of the organization, especially with the upcoming EAS Congress 2012. Prof. Koh highlighted the importance of having the Executive Director to ensure completion of arrangements and conduct of the EAS Congress 2012.
- 6.17 Undersecretary Analiza Rebuella-Teh, Intergovernmental Session Co-Chair, underscored the value of having Prof. Lotilla as PRF Executive Director, especially with the high respect and level of confidence accorded to him by various agencies in the Philippine Government. She underscored the need for PEMSEA to identify a good leader and further requested Prof. Lotilla to help in finding the right person to take on the responsibility.
- 6.18 Dr. Chua further emphasized that the common overall objective is to create a PEMSEA that is different from other international or regional organizations, and it is therefore crucial for the organization to find the most suitable person as PRF Executive Director.
- 6.19 In view of the foregoing discussions, Prof. Lotilla agreed to conduct further discussions with UNDP and UNOPS to identify an arrangement that would allow him to continue serving as Executive Director/Regional Programme Director up to the end of July 2012, in order to help ensure an orderly management of transitions, including preparations for the GEF Programmatic Framework and Project Information Form.

Conclusions:

The Executive Committee concluded that:

- 6.20 It is crucial for the Executive Director to stay on and complete the remaining tasks up to the East Asian Seas Congress in July 2012.
- 6.21 While the Executive Director will explore with UNDP and UNOPS the possibility of taking on limited outside commitments up to the end of July, an acting Executive Director should be identified to serve in the interim period in order to ensure a smooth transition until such time that the recruitment process for a new Executive Director is completed.

Recommendations:

The Executive Committee recommended that:

- 6.22 Prof. Lotilla discuss further with UNDP and UNOPS and identify an arrangement that will enable him to work as PRF Executive Director up to end of July 2012.
- 6.23 Mr. Adrian Ross, PRF Chief Technical Officer, be assigned as acting Executive Director during the interim period.
- 6.24 The open or competitive recruitment process for the Executive Director to commence after the EAS Congress in July 2012 and to be guided by the PEMSEA Rules governing the Selection of the PRF Executive Director.

Schedule of the 11th Executive Committee Meeting

Recommendation:

- 6.25 The Executive Committee recommended that the next Executive Committee Meeting be tentatively scheduled on the week of October 22 to 26, 2012, subject to further confirmation by individual EC members.

7.0 CLOSING CEREMONY

- 7.1 Prof. Lotilla expressed his gratitude to the Executive Committee members for their valuable inputs to the meeting, and for their continuing commitment and support to PEMSEA.
- 7.2 The Council Chair thanked the Executive Committee members for their participation. He expressed appreciation to the Secretariat for organizing the meeting. The Council Chair closed the meeting at 3:30PM, 21 April 2012.

**ANNEX 1
MEETING AGENDA**

MEETING AGENDA

20 April 2012, Friday
(Venue: Oakwood Hotel)

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|---------------|---|
| 14:00 – 15:00 | <p>1.0 Executive Committee Governance and EC member Activities</p> <p>The EC will discuss the implementation of the provisions on “Filling Up Vacancies” under the PEMSEA Rules Governing the Election by Consensus of Partnership Council Officers and Co-Chairs.</p> <p>The Council Chair will provide more information on the roles and activities of the EC members contributing to PEMSEA and the SDS-SEA.</p> |
| 15:00 – 16:00 | <p>2.0 Terminal Evaluation</p> <p>In view of the short interval between the Mid-Term Evaluation and the Terminal Evaluation, UNDP and UNOPS suggested for the project to proceed directly to the conduct of the Terminal Evaluation. The EC will be informed on the status of preparations for the Terminal Evaluation and the implications regarding submission of the grant application to GEF for the next phase of PEMSEA.</p> |
| 16:00 – 16:30 | <p><i>Coffee Break</i></p> |
| 16:30 – 17:30 | <p>3.0 East Asian Seas (EAS) Congress 2012 and PEMSEA Participation to the Yeosu Expo</p> <p>The EC will be informed of the progress made related to the EAS Congress preparations (i.e., updated programme, confirmation from key speakers, co-conveners, sponsors etc.), as well as on the financial status of the EAS Congress. The PRF will also inform the EC of the status of preparations regarding PEMSEA's participation to the Yeosu Expo.</p> |
| 17:30 – 18:30 | <p>4.0 Fourth Ministerial Forum: Draft Declaration and Status of Preparations</p> <p>The EC will be invited to comment on the second draft of the Ministerial Declaration and provide further guidance for the finalization of the Declaration. The PRF will also provide status update on the confirmation of participation from countries and other key arrangements.</p> |
| 18:30- 19:30 | <p><i>Dinner</i></p> |

21 April 2012, Saturday
(Venue: PEMSEA Office)

09:00 – 10:30	5.0 PEMSEA Transformation: PEMSEA Governance; PRF Re-Engineering; Financial Sustainability; and PEMSEA Advocacy and Communication The PRF will provide a summary report on the recommended actions of the 9 th EC meeting, status or actions taken, the next steps and remaining challenges related to the following: (a) PEMSEA By-laws and Governance documents and road map; (b) PRF Re-Engineering road map; (c) PEMSEA Financial Sustainability road map including the preparations being undertaken for PEMSEA's next phase; and (d) PEMSEA Advocacy and Communication road map.
10:30 - 11:00	<i>Coffee Break</i>
11:00 – 12:30	Continuation of Agenda Item 5.0
12:30 – 14:00	<i>Lunch Break</i>
14:00 – 16:00	Continuation of Agenda Item 5.0
16:00 – 16:30	6.0 Other Business

ANNEX 2
LIST OF PARTICIPANTS

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