



PEMSEA EC Meeting Report 12

PROCEEDINGS OF THE  
TWELFTH EXECUTIVE COMMITTEE  
MEETING

EDSA Shangri-La Hotel  
Manila, Philippines

03 – 04 April 2013



**PROCEEDINGS OF THE  
TWELFTH EXECUTIVE COMMITTEE MEETING**

**Edsa Shangri-La Hotel  
Manila, Philippines  
3–4 April 2013**

## TABLE OF CONTENTS

	<b>Page</b>
Executive Summary	i
A. Introduction	1
B. Opening of the Meeting	1
1.0 Status of Implementation of the 11 <sup>th</sup> Executive Committee Meeting Recommendations and Outcome of the Terminal Evaluation	2
2.0 Strengthening Regional Ownership of PEMSEA	4
3.0 Transformation of PEMSEA	8
4.0 Implementation of the 5-Year Regional SDS-SEA Implementation Plan	11
5.0 Ensuring Leadership Continuity: Election of Partnership Council Officers and Co-Chairs	14
6.0 Other Business	15
7.0 Closing Ceremony	21
Annex 1 Meeting Agenda	23
Annex 2 List of Participants	26
Annex 3 Salary Scale and Benefits Package for International Staff	35
Annex 4 Proposed Schedule for the Recruitment and Selection of the PEMSEA Resource Facility Executive Director	39
Annex 5 Indicative Schedule of National Consultations on Project Document for PEMSEA's Next Phase	42

## EXECUTIVE SUMMARY

The 12<sup>th</sup> Executive Committee Meeting was held at the Edsa Shangri-La Hotel, Manila, Philippines, on 3 and 4 April 2013. The Department of Environment and Natural Resources (DENR) of the Philippines hosted the meeting. The meeting was attended by Dr. Chua Thia-Eng, Council Chair; Mr. Hiroshi Terashima, Technical Session Chair; Ambassador Mary Seet-Cheng, Council Co-Chair; Usec. Analiza Teh, Intergovernmental Session Co-Chair; Prof. Chul Hwan Koh, Technical Session Co-Chair; Representatives from Cambodia, China, DPR Korea, Indonesia, Japan, Philippines, RO Korea, Singapore, Thailand, Timor-Leste and Vietnam; Representatives from UNDP Philippines; and observers from the Ocean Policy Research Foundation of Japan. The PRF served as secretariat to the meeting.

The 12<sup>th</sup> Executive Committee meeting focused on key issues pertaining to the following: strengthening the regional ownership of PEMSEA; implementation of the PRF Re-Engineering Plan; implementation of the 5-Year Regional SDS-SEA Implementation Plan; election of a new set of Partnership Council Officers and Co-Chairs; status of PEMSEA's Trust Fund; status of GEF Evaluation Office impact evaluation report on South China Sea project and adjacent seas, among others.

The meeting reached conclusions and recommendations to guide the process of transformation and entry of PEMSEA into a new phase. In particular, the meeting:

- a. Expressed appreciation to Usec. Analiza Teh and the Department of Environment and Natural Resources of the Philippines for facilitating the ratification of the Headquarters Agreement, and looked forward to the final ratification of the Agreement by the Philippine Senate in the first quarter of 2014;
- b. Requested UNDP Manila to facilitate the finalization of the Terminal Evaluation Report of the GEF/UNDP Project on Implementation of the SDS-SEA;
- c. Urged countries to confirm voluntary support to the PRF Core Group by end of June 2013;
- d. Invited PEMSEA Partners to participate in the activities related to the 20<sup>th</sup> anniversary celebration of PEMSEA;
- e. Recommended the PRF to do the following:
  - i. commence the recruitment for the PRF Executive Director;
  - ii. secure the nominations for the Audit Committee members for endorsement to the Executive Committee and the Partnership Council;
  - iii. coordinate with UNDP in meeting all requirements and in securing the Recognition as Implementing Partner of UNDP by June 2013;
  - iv. work closely with Indonesia, Thailand and Vietnam to secure the PIF endorsement;
  - v. prepare the Project Document for PEMSEA's next phase in consultation with the PEMSEA participating countries;
  - vi. pursue the development of projects in support of the 5-Year Regional and National SDS-SEA Implementation Plans;
  - vii. coordinate with Vietnam in securing the final confirmation for the hosting of the EAS Congress 2015; and
  - viii. circulate the UNDP and IMO letters to all countries regarding the clarification on the accusations raised by the GEF EO impact evaluation report on South China Sea and adjacent seas.

# **PROCEEDINGS OF THE TWELFTH EXECUTIVE COMMITTEE MEETING**

**Manila, Philippines, 3–4 April 2013**

## **A. INTRODUCTION**

- i. The Twelfth Expanded Executive Committee Meeting was held at the Edsa Shangri-La Hotel, Manila, Philippines, on 3 to 4 April 2013. The meeting was hosted by the Department of Environment and Natural Resources (DENR) of the Philippines.
- 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, Usec. Analiza Rebuelta-Teh; and Technical Session Co-Chair, Prof. Chul-Hwan Koh.
- iii. Representatives from the PEMSEA Country Partners participated in the meeting: Cambodia, China, DPR Korea, Indonesia, Japan, Philippines, RO Korea, Singapore, Timor-Leste and Vietnam. Representatives from UNDP Manila participated on behalf of the implementing agency. Representatives from Thailand and the Ocean Policy Research Foundation (OPRF) of Japan participated as observers. The PEMSEA Resource Facility (PRF) served as the secretariat for the meeting.
- iv. The 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, expressed sincere thanks to the Department of Environment and Natural Resources and the Government of the Philippines for hosting the meeting. As the current set of Council Chairs will be completing their six-year term by July 2013, Dr. Chua expressed his gratitude to Mr. Hiroshi Terashima and Dr. Li Haiqing for their unwavering support and cooperation in building PEMSEA as an international organization. Dr. Chua is confident that the next batch of Council Officers and Co-Chairs will carry on the strong leadership and partnerships established by PEMSEA. Dr. Chua further highlighted the crucial role of the PEMSEA Partner Countries as the primary stakeholders in the future development of the East Asian Seas region and of PEMSEA. As PEMSEA transforms into a full-fledged international organization, the challenge now is on how to strengthen regional ownership and ensure PEMSEA's sustainability. Dr. Chua emphasized that the only way to meet the PEMSEA objectives is by ensuring the steady commitment, cooperation and by strengthened ownership of all the PEMSEA partners. In closing and as part of the transition, Dr. Chua

requested Amb. Mary Seet-Cheng, Council Co-Chair, to preside over the meeting.

- ii. Amb. Mary Seet-Cheng, Council Co-Chair, expressed her sincere appreciation to all the country representatives and to UNDP for participating in the meeting. While she will be taking over the Chairmanship of the Partnership Council by July 2013, Amb. Seet-Cheng assured all the countries and expressed confidence that PEMSEA will continue to be guided by Dr. Chua. She also requested the PRF Secretariat to continuously provide the much-needed support to ensure the continuous growth of PEMSEA. She underscored the importance of the meeting in the transformation of PEMSEA into an independent organization and requested for the active participation of the partners in the process.
- iii. On behalf of the PEMSEA Resource Facility, Mr. Stephen Adrian Ross, Acting Executive Director, briefed the meeting on the meeting documentation and key items for discussion.

## **1.0 STATUS OF IMPLEMENTATION OF THE 11<sup>TH</sup> EC MEETING RECOMMENDATIONS AND OUTCOME OF THE TERMINAL EVALUATION (EC/13/DOC/04)**

### Implementation of the 11<sup>th</sup> EC Meeting Recommendations

#### **Discussion Highlights:**

- 1.1 The meeting noted that 31 out of 39 recommendations from the 11<sup>th</sup> Executive Committee Meeting (Beijing, China; 27–28 October 2012) have been completed, while eight are still being carried out and will be discussed under specific agenda items of the meeting.

### Headquarters Agreement

#### **Discussion Highlights:**

- 1.2 Undersecretary Analiza Teh, Intergovernmental Session Co-Chair, informed the meeting of the status of PEMSEA's Headquarters Agreement with the Government of the Philippines. The Headquarters Agreement, which was signed between PEMSEA and the Department of Foreign Affairs of the Philippines in July 2012, must be submitted to the President of the Philippines for ratification together with the Certificates of Concurrence (COCs) from nine concerned agencies of the government. Currently, only one COC (from the Bureau of Immigration) has not yet been secured. Upon completion of the COCs and ratification by the President, the Agreement will be sent to the two Houses of Congress for their ratification (the House of Representatives and thereafter the Senate).
- 1.3 It is expected that the forthcoming Philippine national elections will impact on the review and ratification of the Headquarters Agreement. As the elections of

members of Congress are to be held on 11 May 2013, the earliest time Congress can address the agreement is July 2013. It is anticipated that ratification by Congress will be completed in the first quarter of 2014. In order to maximize the time, the complete COCs and Headquarters Agreement will be submitted to the Office of the President as soon as they are available to secure the President's ratification in time for the opening of the next session of the Congress.

- 1.4 The meeting noted, with appreciation, the strong role and dedication of Usec. Teh and the Department of Environment and Natural Resources of the Philippines in this critical process, which normally takes a much longer time (e.g., 20 years for some organizations).

#### **Conclusions:**

- 1.5 Securing the ratification of the Headquarters Agreement is critical to transforming PEMSEA into a full-fledged international organization, thus the support of the PRF and Partners to DENR is of high importance.
- 1.6 Conclusions pertaining to other action items are incorporated under relevant agenda items of the 12<sup>th</sup> Executive Committee Meeting.

#### **Recommendations:**

- 1.7 The Executive Committee recommended that the PRF provide Usec. Teh with all the necessary support to complete the remaining processes required and secure the ratification of the Headquarters Agreement by the Philippine Senate by first quarter of 2014.

#### *Outcome of the Terminal Evaluation on the GEF/UNDP Project on Implementation of the SDS-SEA*

#### **Discussion Highlights:**

- 1.8 The meeting noted the highly satisfactory rating accorded by the Terminal Evaluation on the GEF/UNDP Project on Implementation of the SDS-SEA.
- 1.9 In line with the preparations for PEMSEA's next phase, the meeting noted the 12 major recommendations from the evaluation, particularly the recommendation for PEMSEA to continue the combination of top-down and bottom-up approaches that have yielded substantial local, national, regional and global benefits.
- 1.10 Mr. Toshihiro Tanaka, Country Director of UNDP Philippines, informed the meeting that the UNDP is awaiting for the response of UNOPS on the challenges indicated in the report pertaining to the execution of the project. The UNOPS' response is expected to be received within the month and thereafter the report can be finalized and endorsed by UNDP to the GEF Secretariat. The Final Report will be made available to everyone by UNDP through their website.

- 1.11 It was underscored that the consistent good ratings received by PEMSEA from all evaluations is a confirmation of the efforts and changes being made by the countries on the ground.

### **Conclusions:**

The meeting concluded that:

- 1.12 The Terminal Evaluation report and the recommendations will provide a positive input and impact on the phase 4 of GEF support to PEMSEA.
- 1.13 The report can also serve as useful information in disseminating PEMSEA's accomplishments and impacts, as well as dispel doubts sown by certain elements that have raised non-issues regarding PEMSEA.

### **Recommendations:**

The meeting recommended that:

- 1.14 The UNDP follow up with UNOPS on its response and facilitate the finalization of the Terminal Evaluation Report.
- 1.15 The PRF publish the Terminal Evaluation report in the PEMSEA website so it can reach a wider audience.

## **2.0 STRENGTHENING REGIONAL OWNERSHIP OF PEMSEA (EC/13/DOC/05)**

### **Discussion Highlights:**

- 2.1 The availability of the GEF funding for PEMSEA's next phase is set on the condition that PEMSEA will adopt and initiate plans of action that will transform PEMSEA into a country-owned, self-sustaining regional mechanism. In line with this, the PEMSEA Transformation Plans and Road Maps were adopted and initiated, including the PRF Re-Engineering Plan which requires the establishment of a PRF Core Group that will be fully supported by countries through voluntary contributions.
- 2.2 The estimated cost to sustain the operation of the PRF Core Group was determined to extend from a minimum of USD 708,000 per year to an optimum of USD 1,000,000 per year. The current level of funding for the operation of the PRF Secretariat through voluntary contributions from China, Japan, RO Korea and Timor-Leste averages USD 468,600 per year. Based on this average annual support, the estimated funding shortfall for the sustainable operation of the PRF Core Group ranges from USD 239,400 (minimum) to USD 532,400 (optimum) per year.



- 2.3 Mr. Terashima, Technical Session Co-Chair, underscored the importance of setting up the PRF Core Group in ensuring the continuity of PEMSEA operations and activities. By demonstrating strong ownership of PEMSEA and by helping establish the necessary seed funding for the PRF Core Group staffing and operations, PEMSEA will be in a better position to catalyze and encourage more projects and financial support from other donors.
- 2.4 Amb. Seet-Cheng further emphasized that the operational cost requirement or investment of USD 708,000 to USD 1 million is minimal compared to the return or support of USD 10 million that the region can secure from GEF, should all prerequisites for PEMSEA's next phase are fulfilled.
- 2.5 Usec. Teh expressed the Philippines' strong support to PEMSEA's transformation and sustainability as manifested in the following:
- Hosting of the PRF Office Building located at the DENR Compound and continuing provision of in-kind support for the maintenance of the office facility;
  - Signing and ratification of PEMSEA's Headquarters Agreement;
  - Institutionalization of a regular fund for the National Focal Point Office to facilitate participation of the NFP and other key officers of DENR in PEMSEA activities using the said fund;
  - Implementing the National ICM Program (NICMP) in support of EO 533 to help achieve the SDS-SEA's objectives and targets;
  - Utilization of PEMSEA's products and services in the implementation of the NICMP and the Sustainable Coral Reef Ecosystems Management Program of the Philippines;
  - Tapping PEMSEA's policy and institutional development support at the river basin level, particularly for the management of Manila Bay in coordination with other projects, such as the World Bank-funded Integrated Water Quality Monitoring Program; and
  - As host country, to promote the convergence and synergy among regional initiatives, such as COBSEA and CTI into the PEMSEA framework.
- 2.6 Usec. Teh further noted that developing champions within the countries will help advance the ownership of PEMSEA. Emphasis was made on the essence of the regional ownership where countries should begin looking at PEMSEA as their own.
- 2.7 Mr. Lourenco Fontes, Director General, Ministry of Agriculture and Fisheries and PEMSEA's National Focal Point in Timor-Leste, emphasized that the participation of all the member countries is integral to move the PEMSEA partnership forward. In line with this, he confirmed his country's commitment to PEMSEA, including continuation of the annual contribution of USD 100,000. He encouraged other country partners to demonstrate commitment and support to PEMSEA by providing contributions in any form or amount.
- 2.8 Mr. Liang Fengkui, Associate Counsel, Department of International Cooperation, State Oceanic Administration of China, informed the meeting that China is

- 2.9 Mr. Long Rithirak, Deputy Director General, Ministry of Environment of Cambodia, relayed the results of the initial consultation by PEMSEA with the National Focal Point and MOE's Senior Minister, Dr. Mok Mareth, in 30 January, and indicated that Cambodia can host meetings and events as part of its contribution to PEMSEA. This can include hosting of Partnership Council Meetings and the PEMSEA Network of Local Governments Meeting. Cambodia provided such support in the previous and current phases of PEMSEA.
- 2.10 Mr. Shigeki Murata, Director, Ocean Policy Division, Policy Bureau, Ministry of Land, Infrastructure, Transport and Tourism of Japan, stressed that there is a need for regional ownership for PEMSEA. He reaffirmed Japan's continuing support to PEMSEA including its annual contribution in support of the PRF Secretariat. Japan urged all other country partners to contribute as well based on their own capacities.
- 2.11 Mr. Nguyen Van Thuong, Senior Officer, Vietnam Administration of Seas and Islands, indicated that following the conduct of the high-level mission of PEMSEA to Vietnam in December 2012, the proposal for Vietnam's voluntary support to PEMSEA has been prepared by VASI and submitted to the government through the Ministry of Natural Resources and Environment. The financial support to sustain the PRF Core Group will be communicated to PEMSEA once the review and approval process is completed.
- 2.12 Mr. Beny Bastiawan, Head of Sub-division of Development, Division for Restoration and Assistant Deputy, Coastal and Marine Degradation Control, Ministry of Environment of Indonesia, informed the meeting that Indonesia fully supports PEMSEA and national ICM implementation, but supporting mechanisms like financial and other contributions have yet to be discussed.
- 2.13 Mr. Eom Ik-Hwan, Deputy Director, Marine Environment Division, Marine Policy Bureau, Ministry of Land, Transportation and Maritime Affairs of RO Korea, identified some of the support that the country and the non-country partners in RO Korea have provided to PEMSEA, including the annual support to the PRF Secretariat through the Cost-Sharing Agreement, the recent hosting of the East Asian Seas Congress 2012 in Changwon City, support to capacity building and training programs on policy management, oil spill preparedness and marine litter, among others. The delegation will relay the results of the meeting to the Ministry of Oceans and Fisheries (MOF), formerly Ministry of Land, Transport and Maritime Affairs (MLTM), and discuss how RO Korea can further strengthen their commitment to PEMSEA.

- 2.14 Mr. Eng Tiang Sing, Director, International Policy, Ministry of the Environment and Water Resources of Singapore, expressed that while Singapore is only a small island state, it recognizes the need to cooperate with other countries of the region in order to address the interconnected concerns of the Seas of East Asia, as well as to protect Singapore's available resources. He emphasized Singapore's commitment to protecting its coastal and marine resources by using the integrated urban coastal management (IUCM) framework. Singapore is working closely with PEMSEA in the implementation of IUCM. Singapore committed to take the results of the meeting and identify other forms of contribution to PEMSEA. Amb. Seet-Cheng also expressed support by following up with Singapore on their discussion.
- 2.15 Mr. Dhana Yingcharoen, Director, Planning Division, Department of Marine and Coastal Resources, Ministry of Natural Resources and Environment of Thailand, informed the meeting that Thailand has always been supportive of PEMSEA. In particular, the country has also developed its National 5-Year SDS-SEA Implementation Plan. Mr. Dhana could not, however, make commitments with regard to the issue of regional ownership and voluntary contributions. He will report the results of the meeting to the Thai Government and do his best to get a good response.
- 2.16 There are various modalities or arrangements that may be considered to formalize voluntary contributions to PEMSEA. As an international organization, PEMSEA has the capacity to enter into Cost-sharing Agreements, Memorandum of Agreements or similar documents with contributing countries. In-cash contributions may be directed to the SDS-SEA Development Fund, managed by the PRF. If contributing countries prefer to course in-cash support through UNDP, Cost-sharing Agreements would be signed with UNDP and funds may be directed to the Regional Partnership Fund managed by UNDP Philippines. Other options may be explored taking into consideration processes/requirements from donor countries.
- 2.17 UNDP Philippines, currently managing the Cost-sharing Agreements with China, Japan and RO Korea, informed the meeting that UNDP will continue to manage the Regional Partnership Fund should countries prefer to course the funds through UNDP.
- 2.18 The UNDP representative further noted the strong support by the countries to PEMSEA as evidenced by the significant counterpart funding of countries to the next GEF Project.
- 2.19 Dr. Chua added that PEMSEA not only executes projects but also helps render the projects at the country level more efficiently. PEMSEA provides the concept and framework, which has catalyzed significant interest and funding. Singapore, for instance, is developing an integrated urban coastal management program using PEMSEA's approach.

**Conclusions:**

The Executive Committee concluded that:

- 2.20 It is important for the countries to understand the benefits and usefulness of PEMSEA as a regional mechanism for the implementation of the SDS-SEA to strengthen PEMSEA ownership. While financial support is crucial to PEMSEA's sustainability, a strong sense of ownership is the key to moving PEMSEA forward.
- 2.21 Strengthening regional ownership of PEMSEA will also increase PEMSEA's capacity and opportunities to leverage more support from other entities.

### **Recommendations:**

The Executive Committee recommended that:

- 2.22 The countries confirm their voluntary support to the PRF Core Group by end of June 2013 in time for the completion and submission of the Project Document to GEF.
- 2.23 The PRF identify options or modalities of formalizing and receiving voluntary contributions to PEMSEA, taking into consideration administration and management and financial reporting requirements.
- 2.24 The PRF report the progress with regard to voluntary contributions and regional ownership of PEMSEA to the 5<sup>th</sup> EAS Partnership Council Meeting in July 2013.

### **3.0 TRANSFORMATION OF PEMSEA: IMPLEMENTATION OF THE PRF RE-ENGINEERING PLAN (EC/13/DOC/06)**

#### **Discussion Highlights:**

- 3.1 PEMSEA has made significant progress in the implementation of the PRF Re-Engineering Plan, including the securing of Certificates of Concurrence for the Headquarters Agreement as reported in paragraph 1.0, and approval of the final three annexes (Procurement Guidelines, PEMSEA Code of Ethics and Rules on Reporting and Investigation of Violations of the Code of Ethics) of the PEMSEA Rules of Governance during the 11<sup>th</sup> meeting of the Executive Committee in October 2012.

### Audit Committee

#### **Discussion Highlights:**

- 3.2 In accordance with the requirement for international fiduciary status and following the approval of the Terms of Reference of the Audit Committee by the 11<sup>th</sup> EC Meeting, the PRF initiated the search/call for nominations for members of the Audit Committee. Usec. Teh had agreed to chair the said committee, while nominations are still being sought from UNDP Manila and the National Economic Development Authority of the Philippines.
- 3.3 The Audit Committee members will serve on their own capacity, and costs associated with the delivery of their functions will be covered by PEMSEA.

#### **Conclusions:**

- 3.4 The Executive Committee concluded that as part of PEMSEA's transformation, it is crucial to set up and activate the Audit Committee as soon as possible to oversee and provide guidance in ensuring the effectiveness of PEMSEA's internal control system on accounting, administration and management of project activities.

#### **Recommendations:**

- 3.5 The Executive Committee recommended the PRF to proceed in securing the nominations and CVs of nominees for the Audit Committee and confer with the Executive Committee by correspondence to review and endorse three nominees for consideration and approval by the 5<sup>th</sup> EAS Partnership Council in July 2013.

### PEMSEA Recognition as Implementing Partner of UNDP

#### **Discussion Highlights:**

- 3.6 To achieve certification of international fiduciary standards and recognition as an Implementing Partner of UNDP, an external audit of PEMSEA's internal control systems, including management, administrative and financial operations, was conducted by the international accounting firm, KPMG. This resulted in a finding of non-major non-conformities and recommendations for further improvement of PEMSEA's procurement and financial management system.
- 3.7 The meeting noted the general criteria in designating an inter-governmental organization as implementing partners of UNDP. It was emphasized that the entire process may only take a few weeks depending on the completeness of the documents and if no major issues will arise.
- 3.8 In securing the recognition to become an implementing partner, UNDP emphasized that it is crucial for PEMSEA countries to show strong support in the

**Conclusion:**

- 3.9 The Executive Committee concluded that in becoming an implementing partner of UNDP, it is important also to ensure that PEMSEA can function efficiently and effectively and not tied down by bureaucracy.

**Recommendations:**

The Executive Committee recommended that:

- 3.10 The UNDP guide the PRF in the process to ensure that all requirements are met.
- 3.11 The PRF prepare all pertinent documents and coordinate with UNDP, with a target of securing the recognition as implementing partner by June in time for the submission of the Project Document.
- 3.12 Country partners demonstrate strong support on PEMSEA's application to UNDP.

**Recruitment of the Executive Director****Discussion Highlights:**

- 3.13 The PRF Re-engineering Plan and Road Map targets the establishment of the PRF Core Group, which is fully supported by countries by voluntary support, by December 2013 in time for the entry of PEMSEA into its new phase. The PRF Core Group will be composed of the following: the Executive Director; Policy and Planning Head; Administrative, Finance and Human Resources Head; Executive Assistant; and Secretariat Coordinator. The Executive Director and Policy and Planning are considered international professional positions, while the other three are national posts.
- 3.14 It was emphasized that the Executive Director and Policy and Planning positions will be subject to international competition. The Re-engineered PRF also provides for Partnership Officer positions that will be covered by secondment arrangements with interested countries.
- 3.15 In line with the recruitment process, a draft salary scale and benefits package for professional staff and higher categories was developed based on the UN salary scale. The salary and benefits package pegged the Executive Director post at D-1 and D-2 level, while the Policy and Planning post was pegged at P-4 and P-5 level, depending on the level of competence.

- 3.16 The recruitment of the Executive Director requires several processes that may take about eight to nine months.
- 3.17 The East Asian Seas region is abundant with highly competent individuals that can compete for the international posts. To get a good representation from the region, it is important for the country partners to encourage highly competent individuals from their own countries to apply.

### **Conclusions:**

The Executive Committee concluded that:

- 3.18 Without the confirmation of funding from countries, the PRF Core Group positions will be in jeopardy.
- 3.19 The salary and benefits package should be competitive with other international organizations and sufficient to attract the best candidates, while also taking into consideration some of the limitations of PEMSEA.
- 3.20 The future of PEMSEA is highly dependent on recruiting the best and the right people.

### **Recommendations:**

The Executive Committee recommended:

- 3.21 The adoption of the updated salary scale and benefits package for the international staff, found in **Annex 3**.
- 3.22 The PRF to initiate the recruitment process for the Executive Director post in accordance with PEMSEA rules, guides and procedures and timetable as attached in **Annex 4**.
- 3.23 The PRF to keep the Executive Committee and PEMSEA Partners updated on the process and status of recruitment.
- 3.24 The PRF to develop options or processes that may be considered by countries in seconding professional staff to the PRF.

## **4.0 IMPLEMENTATION OF THE 5-YEAR REGIONAL SDS-SEA IMPLEMENTATION PLAN (EC/13/DOC/07)**

### **Discussion Highlights:**

- 4.1 National 5-Year SDS-SEA Implementation Plan:

- Cambodia, China, Indonesia, DPR Korea, Lao PDR, Philippines, Thailand, Timor-Leste and Vietnam have prepared National 5-Year SDS-SEA Implementation Plans. China has already adopted its national plan, while other countries are in the process of finalization or adoption.
  - All plans are well aligned with national social and economic development planning cycles.
  - Planning processes involved inter-agency and local consultations in all countries.
  - National 5-Year SDS-SEA Implementation Plans serve as framework for collaboration with national and international organizations and donors for implementation of multilateral environmental agreements.
- 4.2 Pipeline Projects in support of Regional and National 5-Year SDS-SEA Implementation
- Three pipeline projects at different stages of formulation contribute to the implementation of all the six targets of the regional 5-Year SDS-SEA Implementation Plan. These projects include the following:
    - GEF/UNDP Scaling-up SDS-SEA Implementation Project (USD 10,143,992);
    - GEF/WB/PEMSEA Medium-sized Project on Applying Knowledge Management to Scale Up Partnership Investments for Sustainable Development of LMEs of East Asia and Their Coasts (USD 1 million); and
    - ACB/PEMSEA LifeWeb Project on Strengthening the Effectiveness of MPAs in Key Biodiversity Areas in the Seas of East Asia through ICM (amount to be determined)
- 4.3 Three of the eight participating countries, namely Indonesia, Thailand and Vietnam, have yet to endorse the Project Identification Form (PIF) of the GEF/UNDP Scaling-up SDS-SEA Implementation Project.
- 4.4 Based on the latest GEF requirement, all participating countries should endorse the PIF and submit a letter of commitment by 5 April. Failing to endorse the Project PIF by the three countries to UNDP/GEF may affect the inclusion of the Project PIF in the Work Program for review at the GEF Council to be held on 18–20 June 2013. Should this happen, the submission will be rolled back to November 2013 and might put the project at risk of being affected by a de facto moratorium until the GEF 6 is confirmed.
- 4.5 The meeting was advised that a reduction in the number of participating countries may also result to a decrease in the total budget allocation for the project.
- 4.6 The representative from Vietnam confirmed that the letter of endorsement is already under review by the GEF Operational Focal Point and expressed confidence that endorsement could be secured before 15 April 2013.
- 4.7 The representative from Indonesia informed the meeting that the PIF endorsement was delayed due to the confusion encountered between the



submission of the national endorsement form and regional endorsement form. The Indonesian representative confirmed that the correct form is now with the GEF Focal Point and that the endorsement letter will be submitted before 15 April 2013.

- 4.8 The representative from Thailand informed the meeting that the GEF Committee for Thailand requires confirmation of project host and submission of co-financing letters from participating agencies and institutions prior to endorsement of the PIF. The current PEMSEA National Focal Point, the Department of Marine and Coastal Resources (DMCR), could not serve as project host due to shortage of staff.
- 4.9 The meeting was further informed that parallel to securing all the PIFs, the PRF has also initiated the development of the Project Document with the assistance of an international consultant. National consultations related to the preparation of the Project Document will also be undertaken from April to May 2013.

#### **Conclusions:**

- 4.10 The Executive Committee concluded that the approval of the PIF of the GEF/UNDP Scaling-up SDS-SEA Implementation Project by the GEF Council in June 2013 is pivotal to maintaining the momentum of SDS-SEA implementation in the region and to the sustainability of PEMSEA. Further delay will have great impact on the entire operation and budget of PEMSEA.

#### **Recommendations:**

The Executive Committee recommended that the PRF:

- 4.11 Work closely with Indonesia, Thailand and Vietnam to secure the PIF endorsement.
- 4.12 Coordinate with UNDP and ensure the submission of the PIF to the GEF Council meeting in June 2013.
- 4.13 Prepare the Project Document in consultation with the countries within the specified time frame as attached in **Annex 5**.
- 4.14 Work with countries to finalize and adopt the National 5-Year SDS-SEA Implementation Plans as a framework for future project development.
- 4.15 Engage the World Bank, UNDP and project managers in planning and development of PEMSEA's role as Knowledge Management Coordinator for the UNDP PFD projects.
- 4.16 Continue to develop new partnerships and projects in support of the 5-Year Regional and National SDS-SEA Implementation Plans.

- 4.17 The Executive Committee recommended that the countries promote ACB/PEMSEA partnership in ASEAN and with relevant national agencies.

## **5.0 ENSURING LEADERSHIP CONTINUITY: ELECTION OF PARTNERSHIP COUNCIL OFFICERS AND CO-CHAIRS (EC/13/DOC/08)**

### **Discussion Highlights:**

- 5.1 The meeting was informed that the term of the incumbent Partnership Council officers (Dr. Chua Thia-Eng, Council Chair; Dr. Li Haiqing, Intergovernmental Session Chair; and Mr. Hiroshi Terashima, Technical Session Chair) will end in July 2013. In accordance with Annex 2 of the PEMSEA Rules of Governance on the Election by Consensus of Partnership Council Officers and Co-Chairs, the incumbent Co-Chairs (Amb. Mary Seet-Cheng, Usec. Analiza Rebuelta-Teh and Prof. Chul-Hwan Koh) will become the sole nominees for the Chair positions, and new Co-Chairs will be formally elected at the council meeting in July 2013.
- 5.2 It was clarified that the Partnership Council Officers cannot be reelected to any position, but may continue to provide support and advice to PEMSEA.
- 5.3 While the members of the Executive Committee are elected and serve on their personal capacity, it is important to ensure geographical balance in the Executive Committee.

### **Conclusions:**

The Executive Committee concluded that:

- 5.4 The turnover mechanism or process, as demonstrated by the election of Co-Chairs, has proven to be effective in ensuring continuity in PEMSEA's leadership.
- 5.5 The role of the Partnership Council Officers and Co-Chairs as Executive Committee members of the council is vital in ensuring that decisions of the EAS Partnership Council are carried out, and to provide necessary guidance and advice particularly during the inter-sessional periods of the council.

### **Recommendations:**

The Executive Committee recommended that:

- 5.6 The PRF commence the process of nomination for Co-Chairs immediately and inform all country and non-country partners of the nomination process and schedule.
- 5.7 The PRF to implement the election process for the Co-Chair positions in accordance with the Rules Governing the Election by Consensus of Partnership Council Officers and Co-Chairs.

## **6.0 OTHER BUSINESS**

### *Financial Report*

#### **Discussion Highlights:**

- 6.1 The meeting noted the following status of the PEMSEA Trust Fund Account:
- Restricted Funds:
    - Includes 7 projects (KOICA/YEOSU/PSHEMS; KOICA/YEOSU/GOT; UNEP; KMI; KOEM; SEI; Timor-Leste) amounting to a total budget of USD 1,484,327.
  - Unrestricted Funds:
    - Includes training fees, publications, interest earned, revenue generation, revolving fund and EAS Congress fund. The current total fund balance is at USD 1,277,741.
- 6.2 The meeting noted, with appreciation, the increasing level or amount under the unrestricted fund.
- 6.3 Apart from charging actual services (i.e., man-hours incurred for delivery of specific projects) by the PRF, the meeting suggested to look into the identification of standard overhead charges and to put in place a system that will ensure recovery of costs and sustainability of quality services. In particular, UNDP suggested to consider putting up modalities similar to the following:
- a. General management service cost – pertains to fixed management cost including accounting services
  - b. Implementation support service cost – refers to direct or actual charges, such as travel costs, man-hours of staff, etc.
- 6.4 The revolving fund, which is currently being utilized as a contingency fund to bridge finance activities, may serve as project development fund in the future.
- 6.5 There is a need to further clarify the purpose of unrestricted funds as some of the funds identified seem to be allocated for very specific purposes (i.e., EAS Congress).

#### **Conclusions:**

- 6.6 The Executive Committee concluded that the establishment of a clear system on charging of PRF service costs will help ensure transparency, accountability and better monitoring/tracking of project accounts.

#### **Recommendation:**

- 6.7 The Executive Committee recommended the PRF to develop a systematic process and mechanism for charging and monitoring of service costs for various projects.

## PEMSEA's 20<sup>th</sup> Anniversary Celebration

### **Discussion Highlights:**

- 6.8 In line with the 20<sup>th</sup> anniversary celebration of PEMSEA, several activities have been lined up for the entire year that will entail the participation and support of all partners, collaborators and sponsors of PEMSEA:
- a. Events:
    - Kick-off event (4 April 2013)
    - Gathering of PEMSEA Partners and Collaborators (12 July 2013 back-to-back with the 5<sup>th</sup> EAS Partnership Council Meeting)
    - Anniversary celebration incorporated in various PEMSEA meetings, trainings and events (PNLG Forum 2013, XWOW, etc.)
  - b. Publications:
    - PEMSEA anniversary publication, *Perspectives 1993–2013* (to be launched at the GEF Council Meeting on November 2013)
    - Technical publication, *Changes 1993–2013* (to be released early 2014)
  - c. Other activities:
    - Special anniversary website section highlighting key events undertaken related to PEMSEA's anniversary, stories/best practices from partners and ICM sites, photo gallery, etc.
    - Participation of PEMSEA in
- 6.9 The anniversary celebrations provide a good opportunity for the region to take stock of its achievements and lessons learned and to increase PEMSEA's visibility. In line with this, the meeting provided the following suggestions:
- Include the 20<sup>th</sup> anniversary slogan in the PEMSEA logo
  - Set up an interactive page in the PEMSEA website to enable stakeholders to provide their comments/insights
  - Share information to all country and non-country partners to further promote PEMSEA activities and contribute in the preparations/celebrations
  - Develop a video that can be disseminated in the countries to promote PEMSEA to a wider audience
  - Look into the possibility of establishing a "PEMSEA Day"
- 6.10 The anniversary publication titled *Perspectives 1993–2013* is meant to feature personal reflections of those involved in the development of PEMSEA through its lifetime, what PEMSEA meant to them, how being part of PEMSEA affected their lives and their reflections on PEMSEA's future. The second publication, titled *Changes 1993–2013*, is meant to show the impact of PEMSEA on the ground. To generate more interest, the titles of the publication may need to be jazzed up a little or may need to include some subtitles.
- 6.11 The launching of the anniversary publication at the GEF Council Meeting in November 2013 should carry the message that PEMSEA is a successful product of the GEF initiative and is now ready to move forward to becoming a full-fledged international organization. The presence of Amb. Seet-Cheng as new Council

Chair and of the PRF Acting Executive Director during the GEF Council Meeting is highly important. PEMSEA countries present at the GEF Council Meeting should also speak out on behalf of PEMSEA.

- 6.12 PEMSEA events, such as the PNLG Forum 2013 and PNLG event at the Xiamen World Ocean Week, can serve as good venues to promote PEMSEA's achievements. The PNLG Forum, in particular, can look back on the founders of PNLG, the growth of the network and prospects for a stronger PNLG in the future.
- 6.13 Celebrating PEMSEA's 20 years also provides a good opportunity for PEMSEA to extend its friendship even to organizations or entities that have not been very supportive of PEMSEA's efforts and initiatives.

### **Conclusions:**

The Executive Committee concluded that:

- 6.14 The 20 years of PEMSEA is an achievement of all the partners, collaborators and individuals who have been part of PEMSEA's history and development; each partner should therefore be well engaged in the activities related to the anniversary.
- 6.15 The publications being developed to commemorate PEMSEA's anniversary can showcase the strong foundation established over the years that will be key to moving PEMSEA forward and in setting PEMSEA's future direction.
- 6.16 It is important to highlight and acknowledge the support and involvement of the GEF, UNDP and IMO in the development of PEMSEA.
- 6.17 The preparations for the celebration should be carried out without overburdening the staff and the limited budget available.

### **Recommendations:**

The Executive Committee recommended that the PRF:

- 6.18 Look into how the suggestions on the anniversary celebrations could be operationalized within the capacity of staff and budget available.
- 6.19 Work with UNDP in preparation for PEMSEA's participation at the GEF Council meeting in November 2013.
- 6.20 The country and non-country partners are encouraged to partake in the anniversary-related activities and to undertake own activities as part of the anniversary celebration.

## Hosting of the EAS Congress 2015

### **Discussion Highlights:**

- 6.21 Letters of invitation were sent out to Vietnam and Indonesia to serve as hosts to the succeeding EAS Congresses. This approach will help ensure the confirmation of host countries in advance, as well as enable countries to prepare as early as possible.
- 6.22 Mr. Thuong confirmed Vietnam's interest to host the EAS Congress 2015. He informed the meeting that the Vietnam Administration for Seas and Islands (VASI), PEMSEA's national focal agency, has already submitted the EAS Congress information documents (i.e., background information, roles and responsibilities and estimated budget requirement) to the Ministry of Natural Resources and Environment (MONRE) and thereafter to the Office of the Prime Minister of Vietnam for final approval.
- 6.23 Moreover, Mr. Thuong informed the meeting that the request for hosting and budget requirements will undergo three reviews from the Department of Planning and Investment, to the Ministry of Finance and VASI. The request is expected to be endorsed to the Office of the Prime Minister on the second week of April 2013.
- 6.24 Mr. Bastiawan promised to follow up on Indonesia's response on the invitation to host the EAS Congress 2018.
- 6.25 The meeting noted that the participation in and scope of the EAS Congress has expanded over the years, thereby requiring more preparations; however, it was emphasized that the hosting of the EAS Congress should not be a burden to the host country and host local government.
- 6.26 The year 2015 is crucial to PEMSEA as it marks the target for achieving the regional targets in the Haikou Partnership Agreement, as well as to track the progress made by the region with regard to the SDS-SEA Implementation Plan and the commitment to building a "blue economy."
- 6.27 It is also important to link the EAS Congress 2015 with international commitments that are targeted to be reached by 2015, including the Millennium Development Goals (MDGs), biodiversity, etc.
- 6.28 The meeting indicated that the concept of blue economy has started to be utilized in various forums, including in the Rio+20 and APEC forums, among others.

### **Conclusions:**

The Executive Committee concluded that:

- 6.29 The EAS Congress has been recognized as an intellectual marketplace that provides an important platform for knowledge exchange and partnership building.

The different features of the EAS Congress, including the international conference, the Youth Forum and the Ministerial Forum, are unique features of the EAS Congress that have been found to be very effective.

- 6.30 Hosting of the EAS Congress should be done within the capacity of the host country and host local government.
- 6.31 It is important for countries and other participants to be given enough time to prepare and secure necessary funding for their participation to the EAS Congress.
- 6.32 The EAS Congress 2015 is crucial to PEMSEA in assessing the region's standing in meeting the targets in the Haikou Partnership Agreement as well as in setting PEMSEA's direction and target for the next 10 or 15 years.

### **Recommendations:**

The Executive Committee recommended that:

- 6.33 The PRF work closely with VASI in securing the final confirmation for the hosting of the EAS Congress 2015.
- 6.34 The PRF follow up with Indonesia on the possibility of hosting the EAS Congress 2018.
- 6.35 Countries promote ocean-based blue economy in line with the implementation of the SDS-SEA.
- 6.36 The PRF to consider the key international targets and the regional targets set in Haikou in conceptualizing the theme and focus of the EAS Congress 2015.

### **GEF EO Report on South China Sea Project and Adjacent Seas**

#### **Discussion Highlights:**

- 6.37 The study was undertaken by the GEF Evaluation Office following a recommendation by the Fourth Overall Performance Study of the GEF (OPS4) for an in-depth assessment of progress toward impacts of International Waters focal areas. The main objective of the evaluation is to analyze the extent to which GEF support has contributed to, or is likely to lead to, changes in policies, technology, management practices and other behaviors that will address the priority transboundary environmental concerns.
- 6.38 Despite the clearly stated objective of the evaluation, a large part of the report focused on the UNEP-sponsored COBSEA, GEF/UNEP South China Sea Project and particularly on the GEF/UNDP PEMSEA projects.

- 6.39 There are considerable factual or analytical errors in the document, including on issues concerning PEMSEA as a regional mechanism for SDS-SEA implementation, its international legal personality, regional planning instruments, as well as baseless charges on use of funds and unauthorized signing of contracts. In response, the Chair of the EAS Partnership Council, Acting PRF Executive Director, as well as the governments of RO Korea and China communicated with the Director of the Evaluation Office rectifying the erroneous and damaging statements on PEMSEA. The representative from Cambodia, also serving as representative to the GEF Council, has also expressed dismay on the conduct of the evaluation during the GEF Council Meeting in 2012.
- 6.40 The meeting noted, with appreciation, the review undertaken by the International Maritime Organization (IMO) as PEMSEA's executing agency in its first two phases, UNOPS as PEMSEA's current executing agency, as well as the UNDP GEF Office in New York regarding the concerns and accusations raised against PEMSEA and their confirmation of PEMSEA's compliance to UNDP and IMO rules and procedures, thus clearing PEMSEA of the allegations.

### **Conclusions:**

The Executive Committee concluded that:

- 6.41 By casting unsubstantiated doubts to PEMSEA, the evaluation report has jeopardized the reputation and integrity of PEMSEA as a regional partnership mechanism. Remedial actions need to be taken to reinstate the credibility of PEMSEA.
- 6.42 The evaluation has deviated from its Terms of Reference to the extent of conducting an audit of PEMSEA's management operations and activities, instead of focusing on impacts on the ground and changes catalyzed by the GEF support in the South China Sea and adjacent sea areas.

### **Recommendations:**

The Executive Committee recommended that:

- 6.43 The PRF circulate the letters from UNDP and IMO to all the PEMSEA countries in order to update them on the status of the evaluation and to thank all the countries for their support to PEMSEA.
- 6.44 The PRF inform the GEF Evaluation Office of the discussion at the expanded Executive Committee Meeting and request for updating of records to note of the clearance issued by UNOPS, UNDP and IMO to PEMSEA on the accusations raised against PEMSEA.

*Partnership Council and Executive Committee Meeting Schedules*



## **Recommendation:**

6.45 The Executive Committee recommended that partners take note of the following proposed meeting schedules:

- 9–12 July 2013 — 5<sup>th</sup> EAS Partnership Council Meeting
- 25–26 Oct. 2013 — 13<sup>th</sup> Executive Committee Meeting

## **7.0 CLOSING CEREMONY**

7.1 Mr. Hiroshi Terashima, Technical Session Chair, expressed his sincere thanks to all the PEMSEA partners for their support during their term as Partnership Council officers. Mr. Terashima recalled the valuable lessons that he gained from PEMSEA since he became involved in PEMSEA in the year 2000. Through collaborations with PEMSEA, Mr. Terashima learned from PEMSEA the need to think globally and regionally in order to address the interconnected concerns of coasts and oceans, at the same time to work not only with the national governments but with local governments to effect changes on the ground. As PEMSEA transforms into a country-owned organization, Mr. Terashima hopes that PEMSEA will continue to move in the right direction.

7.2 Dr. Chua Thia-Eng, Council Chair, speaking on behalf of the Executive Committee, underscored the strong cooperation and support that they have received as Chairs of the Council. Since PEMSEA's inception, the PEMSEA participating countries have worked in the spirit of partnership; Dr. Chua emphasized that PEMSEA has built a big and strong family and hopes for this good relationship to continue. As the three incumbent Partnership Council Chairs exit by July 2013, he called on the support of all the partners to the incoming Chairs and Co-Chairs. While PEMSEA has encountered a lot of difficulties, Dr. Chua was very proud that the region has surpassed the challenges and that the new leadership can move forward based on the strong foundation that has been established.

7.3 Amb. Mary Seet-Cheng, Council Co-Chair expressed her appreciation to the Partnership Council Chairs and sought their continued support or guidance as PEMSEA moves into its new phase. Amb. Seet-Cheng emphasized that PEMSEA's move to sustainability will require the assistance and support of all the partners. She urged all the partners to build upon the successful legacy of Dr. Chua. In closing, Amb. Seet-Cheng expressed sincere gratitude to the Philippine Government for hosting the meeting and to the PRF Secretariat for the meeting arrangements.

7.4 On behalf of the Democratic People's Republic of Korea, Mr. Choe Rim, Director of General Bureau of Cooperation, expressed sincere thanks to the Executive Committee and to Dr. Chua in particular for his leadership. As the prime mover of PEMSEA, Mr. Rim suggested to look into the possibility of according Dr. Chua the honorary Chair status. Mr. Rim also expressed DPR Korea's sincere thanks to Prof. Raphael P. M. Lotilla, former PRF Executive Director, for his

contributions in PEMSEA particularly in securing the Recognition of PEMSEA's Legal Personality, as well as in moving the Headquarters Agreement forward.

- 7.5 Mr. Lourenco Borges Fontes, representative of Timor-Leste, expressed his sincere appreciation to the Executive Committee and to Dr. Chua, and expressed his concurrence with the suggestion from the DPR Korea representative in according Dr. Chua the Honorary Chair position in PEMSEA.
- 7.6 Amb. Seet-Cheng declared the expanded Executive Committee Meeting closed at 12:00 noon, 4 April 2013.

\*\*\*

**ANNEX 1  
MEETING AGENDA**

## 12<sup>th</sup> EXECUTIVE COMMITTEE MEETING AGENDA

### **3 April 2013 (Wednesday)**

- |               |            |  |
|---------------|------------|--|
| 09:00 – 09:10 | <b>1.0</b> | <b>Opening of the Meeting</b>  |
| 09:10 – 10:30 | <b>2.0</b> | <b>Summary of the Recommendations of the 11<sup>th</sup> EC Meeting (October 2012) and Status of Actions Taken and Outcome of the Terminal Evaluation on the GEF/UNDP Project on Implementation of the SDS-SEA</b> |
| 10:30 – 10:45 |            | Coffee Break   |
| 10:45 – 12:00 | <b>3.0</b> | <b>Strengthening Regional Ownership of PEMSEA</b>  |
| 12:00 – 14:00 |            | Lunch Break  |
| 14:00 – 15:00 |            | Continuation of Agenda Item 3.0  |
| 15:00 – 16:00 | <b>4.0</b> | <b>Transformation of PEMSEA</b>  |
| 16:00 – 16:30 |            | Coffee Break   |
| 16:30 – 18:00 |            | Continuation of Agenda Item 4.0  |

### **4 April 2012 (Thursday)**

- |               |            |   |
|---------------|------------|---|
| 09:00 – 10:30 | <b>5.0</b> | <b>Implementation of the 5-Year Regional SDS-SEA Implementation Plan</b>  |
| 10:30 – 10:45 |            | Coffee Break  |
| 10:45 – 12:00 |            | Continuation of Agenda Item 5.0   |
| 12:00 – 14:00 |            | Lunch Break   |
| 14:00 – 16:00 | <b>6.0</b> | <b>Ensuring Leadership Continuity: Election of Partnership Council Officers and Co-Chairs</b>   |
| 16:00 – 16:30 |            | Coffee Break  |
| 16:30 - 18:00 | <b>7.0</b> | <b>Other Business</b> <ul style="list-style-type: none"><li>▪ PEMSEA Financial Report</li><li>▪ PEMSEA's 20<sup>th</sup> Anniversary Celebration</li><li>▪ Hosting of the EAS Congress 2015</li></ul> |

- GEF EO Report on South China Sea Project and Adjacent Seas
- Other matters

\*\*\*

**ANNEX 2**  
**LIST OF PARTICIPANTS**

**12<sup>th</sup> Executive Committee Meeting**  
Manila, Philippines  
3–4 April 2013

**LIST OF PARTICIPANTS**

**EXECUTIVE COMMITTEE**

Dr. Chua Thia-Eng  
Chair, EAS Partnership Council  
DENR Compound, Visayas Avenue  
Quezon City, Philippines  
Tel.: (632) 929-2992  
Fax: (632) 926-9712  
Email: thiaengchua@gmail.com

Mr. Hiroshi Terashima  
Chair, Technical Session  
EAS Partnership Council  
Executive Director,  
Ocean Policy and Research Foundation  
1-15-16 Toranomon, Minato-ku  
Tokyo, Japan 105-0001  
Tel.: +81-3-3502-1828  
Fax: +81-3-3502-2033  
Email: h-terashima@sof.or.jp

Ambassador Mary Seet-Cheng  
Council Co-Chair  
East Asian Seas Partnership Council and  
Senior Specialist Adviser and  
Non-resident Ambassador of Singapore to Panama and Cuba,  
Ministry of Foreign Affairs  
Singapore  
Tel.: 65 6379 8106  
Fax: 65 6379 8128  
Email: Mary\_SEET-CHENG@mfa.gov.sg

Atty. Analiza Rebueta-Teh  
Undersecretary and Chief of Staff  
Department of Environment and Natural Resources  
DENR Compound, Visayas Avenue, Diliman  
Quezon City  
Republic of the Philippines  
Tel.: +63 2 925-2327 / 9268074  
+63 2 929 6626/29 local 2055  
Fax: +63 2 926 8065  
E-mail: tehanna08@gmail.com

Prof. Dr. Chul-Hwan Koh  
Technical Session Co-Chair  
East Asian Seas Partnership Council and Professor Emeritus  
School of Earth and Environmental Sciences (Oceanography)  
College of Natural Sciences  
Seoul National University  
Seoul 151-742  
Republic of Korea  
Tel.: 82-2-880-6750  
Fax: 82-2-872-0311  
Email: chulhwankoh@gmail.com; kohch@snu.ac.kr

Mr. Stephen Adrian Ross  
Acting Executive Director and  
Chief Technical Officer  
PEMSEA  
DENR Compound, Visayas Avenue  
Quezon City, Philippines  
Tel.: (632) 929-2992  
Fax: (632) 926-9712  
Email: saross@pemsea.org

## **COUNTRY PARTNERS**

### **Cambodia**

Mr. Long Rithirak  
Deputy Director General  
Ministry of Environment  
#48 Samdech Preah Sihanouk Tonle Bassac  
Chamkar Morn, Phnom Penh  
Kingdom of Cambodia  
Tel.: (855) 23 214027  
Fax: (855) 23 219287  
Email: moeimo@online.com.kh; longrithirak@yahoo.com

### **China**

Mr. Liang Fengkui  
Associate Counsel  
Department of International Cooperation  
State Oceanic Administration  
1 Fuxingmenwai Avenue  
Beijing 100860  
PR China  
Tel.: +86 10 68019791  
Fax: +86 10 68048051  
E-mail: liangfengkuisoa@163.com



fengkui@yahoo.com

Dr. Zhang Zhaohui  
Associate Professor  
First Institute of Oceanography  
Xianxialing Rd. 6, Laoshan District, Qingdao 266061  
PR China  
Tel.: +86 532 88967112  
Fax: +86 532 88967112  
Email: ZHANG@fio.org.cn

#### **DPR Korea**

Mr. Choe Rim  
Director  
General Bureau of Cooperation (GBCIO) and  
Senior Programme Officer  
Tumen Secretariat, UNDP  
Democratic People's Republic of Korea  
Email: rim.choe@public.un.org.cn

#### **Indonesia**

Mr. Beny Bastiawan  
Head of Sub-division of Development  
Division for Restoration  
Assistant Deputy for Coastal and Marine Degradation Control  
Deputy Minister for Environment Degradation Control and Climate Change  
Ministry of Environment  
Jalan D.I. Panjaitan Kav. 24  
Kebon Nanas - Jakarta Timur 13410  
Republic of Indonesia  
Email: beny.bastiawan@gmail.com

#### **Japan**

Mr. Shigeki Murata  
Director  
Ocean Policy Division  
Policy Bureau  
Ministry of Land, Infrastructure, Transport and Tourism  
2-1-3 Kasumigaseki, Chiyoda-ku  
Tokyo 100-8918  
Japan  
Email: murata-s@mlit.go.jp

Mr. Makoto Harunari  
Managing Director  
Japan Institution for Transport Policy Studies (ITPS)

2-18-19 Toranomom, Minato-ku  
Tokyo 105-0001  
Japan  
Tel.: (81 3) 5470-8400  
Fax: (81 3) 5470-8401  
Email: [harunari@jterc.or.jp](mailto:harunari@jterc.or.jp)

Mr. Hiroaki Natori  
Special Assistant to the Director  
Ocean Policy Division  
Policy Bureau  
Ministry of Land, Infrastructure, Transport and Tourism  
2-1-3 Kasumigaseki, Chiyoda-ku  
Tokyo 100-8918  
Japan  
Tel.: +81-3-5253-8267  
Fax: (81-3)-5253-1549  
Email: [natori-h2ak@mlit.go.jp](mailto:natori-h2ak@mlit.go.jp)

### **Philippines**

Mr. Rommel Abesamis  
Assistant Secretary  
Foreign-Assisted and Special Projects Office (FASPO)  
Department of Environment and Natural Resources  
DENR Compound, Visayas Avenue  
Quezon City  
Philippines

Mr. Jacob Meimban  
Executive Director  
Coastal and Marine Management Office  
Department of Environment and Natural Resources  
DENR Compound, Visayas Avenue  
Quezon City  
Philippines

### **RO Korea**

Mr. Eom, Ik-Hwan  
Deputy Director  
Deputy Director of Marine Environment Division  
Marine Policy Bureau  
Ministry of Land, Transportation and Maritime Affairs  
2F, K-water, 188 Jungang-dong, Gwacheoun City, Gyeonggi-Do  
Republic of Korea

Ms. Cho Kyong-Ju  
Assistant Director of Marine Environment Policy Division  
Marine Policy Bureau

Ministry of Land, Transportation and Maritime Affairs  
2F, K-water, 188 Joongang-ro, Gwacheon-si, Gyeonggi-Do  
Republic of Korea  
Tel.: +82 44-200-8256  
Fax: +82 44-2005299  
Email: ckj0403@korea.kr

Mr. Kevin Kim  
International Affairs Specialist  
Korea Marine Environment Management Corporation  
Kangnamgu Samsongdong 71-1  
Haegong Building, Floor 3, International Cooperation Team  
Republic of Korea  
Tel.: 82-2-3498-8589  
Email: kevinkim@koem.or.kr

### **Singapore**

Mr. Eng Tiang Sing  
Director, International Policy  
Ministry of the Environment and Water Resources  
40 Scotts Road, #23-00  
Environment Building  
Republic of Singapore 228231  
Tel.: +65 67319878  
Email: ENG\_Tiang\_Sing@mewr.gov.sg

Mr. Lim Wei Da  
Senior Executive, International Policy  
Ministry of the Environment and Water Resources  
40 Scotts Road, #23-00  
Environment Building  
Republic of Singapore 228231  
Tel.: (65) 6371-9049  
Email: lim\_wei\_da@mewr.gov.sg

### **Thailand**

Mr. Dhana Yingcharoen  
Director, Planning Division  
Department of Marine and Coastal Resources  
Ministry of Natural Resources and Environment  
The Government Complex  
5<sup>th</sup> Floor, Building B, Chaengwattana 7 Road  
Tung Song Hong, Lak Si  
Bangkok 10210  
Kingdom of Thailand  
Tel.: +66 2 141-1267

Fax: +66 2 143-9244  
Email: dyingcharoen@hotmail.com

### **Timor-Leste**

Eng. Lourenco Borges Fontes  
Director General  
Ministry of Agriculture and Fisheries (MAF)  
Comoro, Dili  
Timor-Leste  
Email: risonlia1@yahoo.com

### **Vietnam**

Mr. Nguyen Van Thuong  
Senior Officer  
Department of International Cooperation and Science Technology (DICST)  
Vietnam Administration of Seas and Islands (VASI)  
Ministry of Natural Resources and Environment (MONRE)  
10 Ton That Thuyet, Cau Giay, Hanoi,  
Vietnam  
Tel./Fax: + 84 4 3 7759914  
Email: nvthuong\_2000@yahoo.com; ngthuong2012@gmail.com

### **UNDP**

Mr. Toshihiro Tanaka  
Country Director  
UNDP Manila  
30F Yuchengco Tower  
RCBC Plaza, Ayala Ave. cor Sen. Gil Puyat Avenue  
Makati City  
Email: toshihiro.tanaka@undp.org

Ms. Amelia Supetran  
Portfolio Manager-Environment  
UNDP Manila  
30F Yuchengco Tower  
RCBC Plaza, Ayala Ave. cor Sen. Gil Puyat Avenue  
Makati City  
Email: amelia.supetran@undp.org

Ms. Imee Manal  
Programme Analyst  
Energy and Environment Unit  
UNDP Manila  
30F Yuchengco Tower  
RCBC Plaza, Ayala Ave. cor Sen. Gil Puyat Avenue  
Makati City  
Email: imee.manal@undp.org

Mr. Michael Jaldon  
Environment Unit  
UNDP Manila  
30F Yuchengco Tower  
RCBC Plaza, Ayala Ave. cor. Sen. Gil Puyat Avenue  
Makati City  
Email: Michael.jaldon@undp.org

### **OBSERVERS**

#### **Ocean Policy Research Foundation of Japan**

Mr. Shigeru Yoneyama  
Ocean Policy Research Foundation  
Kaiyo Senpaku Building  
1-15-16 Toranomom, Minato-ku  
Tokyo, Japan

Ms. Kazumi Wakita  
Research Fellow  
Policy Research Department  
Ocean Policy Research Foundation  
Kaiyo Senpaku Building  
1-15-16 Toranomom, Minato-ku  
Tokyo, Japan  
Email: k-wakita@sof.or.jp

### **SECRETARIAT**

Mr. Guo Yinfeng  
Programme Specialist  
Email: gyinfeng@pemsea.org

Ms. Nancy Bermas  
Sr. Country Programme Manager  
Email: nbermas@pemsea.org

Ms. Cristine Ingrid Narcise  
Country Programme Manager  
Email: cinarcise@pemsea.org

Ms. Belyn Rafael  
Country Programme Manager  
Email: brafael@pemsea.org

Mr. Renato Cardinal  
Programme Manager for Partnership Applications  
Email: rcardinal @pemsea.org

Ms. Kathrine Rose Gallardo  
Secretariat Coordinator  
Email: krgallardo@pemsea.org

Ms. Carol Velasquez  
Executive Assistant  
Email: cvelasquez@pemsea.org

**ANNEX 3**  
**SALARY SCALE AND BENEFITS PACKAGE FOR INTERNATIONAL STAFF**

## Draft Salary Scale for Professional Staff and Higher Categories

### Salary Scale for the Professional and Higher Categories (draft March 2013)

Levels		Steps														
		I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII	XIII	XIV	XV
D-2	Gross salary	164,628	168,121	171,616	175,120	178,761	182,404									
	Base salary	141,227	144,223	147,221	150,227	153,351	156,476									
	Net salary	129,604	132,353	135,105	137,863	140,730	143,598									
D-1	Gross salary	150,430	153,497	156,558	159,626	162,694	165,759	168,828	171,893	174,963						
	Base salary	129,047	131,678	134,304	136,936	139,568	142,197	144,830	147,459	150,093						
	Net salary	118,426	120,841	123,251	125,666	128,082	130,494	132,910	135,323	137,740						
P-5	Gross salary	124,401	127,009	129,620	132,225	134,837	137,442	140,055	142,663	145,272	147,881	150,491	153,098	155,708		
	Base salary	106,718	108,955	111,195	113,430	115,670	117,905	120,147	122,384	124,622	126,860	129,099	131,336	133,575		
	Net salary	97,935	99,988	102,044	104,095	106,150	108,201	110,259	112,312	114,366	116,419	118,474	120,527	122,582		
P-4	Gross salary	102,503	104,830	107,156	109,481	111,809	114,134	116,463	118,790	121,118	123,445	125,772	128,099	130,426	132,753	135,080
	Base salary	87,933	89,929	91,924	93,919	95,916	97,910	99,908	102,059	104,219	106,377	108,540	110,696	112,856	115,018	117,178
	Net salary	80,696	82,528	84,359	86,189	88,022	89,852	91,686	93,660	95,642	97,622	99,607	101,586	103,568	105,552	107,534
P-3	Gross salary	84,242	86,395	88,549	90,701	92,856	95,008	97,159	99,316	101,470	103,621	105,778	107,928	110,085	112,236	114,388
	Base salary	72,267	74,114	75,962	77,808	79,657	81,503	83,348	85,199	87,046	88,892	90,742	92,586	94,437	96,282	98,128
	Net salary	66,319	68,014	69,710	71,404	73,101	74,795	76,488	78,187	79,882	81,576	83,274	84,966	86,665	88,358	90,052
P-2	Gross salary	69,088	71,014	72,939	74,867	76,793	78,717	80,645	82,569	84,496	86,424	88,348	90,275			
	Base salary	59,267	60,920	62,571	64,225	65,877	67,528	69,182	70,832	72,485	74,139	75,790	77,443			
	Net salary	54,389	55,906	57,421	58,939	60,455	61,970	63,488	65,003	66,519	68,037	69,552	71,069			
P-1	Gross salary	43,366	44,715	46,064	47,410	48,758	50,104	51,452	52,783	54,107	55,433					
	Base salary	37,202	38,359	39,516	40,671	41,827	42,982	44,138	45,280	46,416	47,553					
	Net salary	34,140	35,202	36,264	37,324	38,385	39,445	40,505	41,553	42,596	43,639					

**Base salary is adopted from the UN Salary scale effective January 2012**

#### Net Salary = Basic Salary - Staff Member's Deductions

a) Staff Member's Pension Contribution: monthly contribution to the pension fund. The amount is calculated based on 7.9% of basic salary.

b) Staff Member's Medical Insurance Contribution: Van Breda covers both medical and dental contributions in the total premium, which is 1.1% of the basic salary — 30% of which is the staff contribution.

c) Staff Member's Life Insurance contribution is optional.



<b>Summary of salaries and related allowances in the UN Common System vis-à-vis Proposed PRF Salaries and Related Allowances for International Staff</b>	
<b>UN Common System</b>	<b>PRF Salaries and Benefits</b>
<b>1. International Staff Salaries and Related Allowances</b>	<b>Proposal in Relation to PRF Salaries and Related Allowances for International Staff</b>
a. Education grant	Retain
b. Dependency allowance	Retain
c. Rental subsidy	Exclude
d. Language allowance	Exclude
e. Mobility allowance	Exclude
f. Hardship allowance	Exclude
g. Assignment grant	Retain
h. Repatriation grant	Retain
i. Post adjustment	Exclude (initially)
j. Staff assessment	Exclude
<b>2. Annual and Special Leave</b>	
a. Annual	Retain
b. Home leave	Retain
<b>3. Social Security – Participation in the United Nations Joint Staff Pension Fund</b>	
a. Sick leave	Retain
b. Uncertified sick leave	Retain
c. Maternity leave	Retain
d. Paternity leave	Retain
e. Compensation for death, injury or illness	Retain
f. Medical insurance	Retain
<b>4. Travel and Removal Expenses</b>	
a. Travel expenses for staff <ul style="list-style-type: none"> <li>• On initial appointment, provided that the staff member is considered to have been internationally recruited;</li> <li>• When required to travel on official business;</li> <li>• On change of official duty station;</li> <li>• On <u>home leave</u>;</li> <li>• On <u>family visit</u>;</li> </ul>	Retain  Retain  Exclude  Retain  Exclude

<b>Summary of salaries and related allowances in the UN Common System vis-à-vis Proposed PRF Salaries and Related Allowances for International Staff</b>	
<b>UN Common System</b>	<b>PRF Salaries and Benefits</b>
<ul style="list-style-type: none"> <li>• On <u>separation from service</u>;</li> <li>• On travel authorized for medical or security reasons or in other appropriate cases, when there are compelling reasons for paying such expenses.</li> </ul>	<p>Retain (with discretion of Executive Director)</p> <p>Retain (with discretion of Executive Director)</p>
<p>b. Types of travel expenses covered by the organization</p> <ul style="list-style-type: none"> <li>• Transportation expenses (i.e., carrier fare)</li> <li>• Terminal expenses</li> <li>• Transit expenses</li> <li>• Travel subsistence allowance</li> </ul>	Retain
c. Assignment grant	Retain
d. Excess baggage and unaccompanied shipments	Retain (with discretion of the Executive Director)
<ul style="list-style-type: none"> <li>o Removal and non-removal allowance</li> </ul>	Exclude
<b>5. Separation from Service</b>	
<ul style="list-style-type: none"> <li>a. Termination Indemnity</li> <li>b. Death</li> </ul>	Retain
<b>6. Danger Pay</b>	Exclude
<b>7. Hazard Pay</b>	Exclude
<b>8. Mission Service Allowance</b>	Exclude

**ANNEX 4**  
**PROPOSED SCHEDULE FOR THE**  
**RECRUITMENT AND SELECTION OF PEMSEA RESOURCE FACILITY (PRF)**  
**EXECUTIVE DIRECTOR**

**PROPOSED SCHEDULE FOR THE  
RECRUITMENT AND SELECTION OF PEMSEA RESOURCE FACILITY (PRF)  
EXECUTIVE DIRECTOR**

In accordance with Document POL-PRF-006 Standard Operating Procedures on the Selection and Appointment of the Executive Director

<b>Dates</b>	<b>Proposed Activities</b>	<b>Responsibility Center</b>
April 2013	Confirmation of available funding for PRF Core Group posts	PRF
May–June 2013 (45 days)	Posting of vacancy announcement (minimum three weeks; maximum six weeks) using the following media: <ul style="list-style-type: none"> <li>• Established international science magazine/international print media of general circulation</li> <li>• PEMSEA website</li> <li>• Cross-posting in the website of country and non-country partners and other relevant stakeholders</li> <li>• Publication in any available publications of PEMSEA (e.g., <i>Tropical Coasts</i>) and country and non-country partners</li> </ul>	PRF
June–July 2013 (45 days)	Receiving of applications, evaluation and assessment of qualifications/shortlisting  Submission of shortlisted candidates to Selection Committee including result of assessments and CVs of candidates	PRF
August 2013 (15 days)	Review of shortlist candidates by Selection Committee (the committee may approve or create a shorter list and communicate the same to the PRF)	Selection Committee
September–October 2013 (30 days)	Preparation of evaluation sheet listing the criteria for selection of candidate by point system  Sending out invites for interview panel including one external interviewer  Sending out invites to candidates on schedule of interviews (may be face-to-face or via Skype)	PRF and Selection Committee    PRF

October 2013 (15 days)	<p>Documentation of panel interview, summary of findings and recommendations</p> <p>Validation of findings and approval of recommendation</p>	<p>PRF</p> <p>Selection Committee</p>
November 2013 (30 days)	<p>Facilitate at least reference checks</p> <p>Preparation of offer letter notifying selection of candidate and setting interview with the Acting Executive Director to discuss duties and responsibilities, salary and benefits package.</p> <p>Upon acceptance, the Administrative Officer will orient candidate on the terms of office, details of salary and benefits package, medical and other administrative requirements.</p> <p>Issuance of appointment letter upon compliance by candidate of all administrative requirements.</p> <p>Send letters to unsuccessful candidates</p>	PRF
December 2013	Candidate assumes post	

**ANNEX 5**  
**INDICATIVE SCHEDULE OF NATIONAL CONSULTATIONS ON**  
**PROJECT DOCUMENT FOR PEMSEA'S NEXT PHASE**

**INDICATIVE SCHEDULE OF NATIONAL CONSULTATIONS ON  
PROJECT DOCUMENT FOR PEMSEA'S NEXT PHASE**

<b>Country</b>	<b>Proposed Schedule</b>
Philippines	April 15–19 / 22–26
Cambodia	April 22–26
Indonesia	April 22–26
Lao PDR	April 28–30
Timor-Leste	April 27–30
Thailand	May 6–10
Vietnam	May 6–10/13–17
China	May 20–25