



Fisheries
Transparency
Initiative

2018 Workplan for the FiTI International Secretariat

12.01.2018

This document was approved by the FiTI International Board at the 3rd Board meeting
(23/24 January 2018 in Berlin).

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Fisheriest Transparency Initiative (FiTI)

Preamble

The Fisheries Transparency Initiative (FiTI) is a global multi-stakeholder initiative, which seeks to increase transparency and participation in fisheries governance for the benefit of a more sustainable management of marine fisheries.

The FiTI International Secretariat is responsible for the day-to-day running of the FiTI. It provides technical and administrative support to the FiTI International Board, which determines its operational and strategic priorities.¹ It is led by the Director of the Secretariat who reports to the FiTI International Board through the FiTI Chair.

The purpose of the 2018 Workplan for the FiTI International Secretariat is to document the Secretariat's understanding of its responsibilities and priority work areas for the reporting period ***01 January 2018 until 31 December 2018.***

The structure of this workplan follows the general requirements of workplans for National Multi-Stakeholder Groups, as defined in requirements A.6 and B.3.4 of the FiTI Standard, therefore:

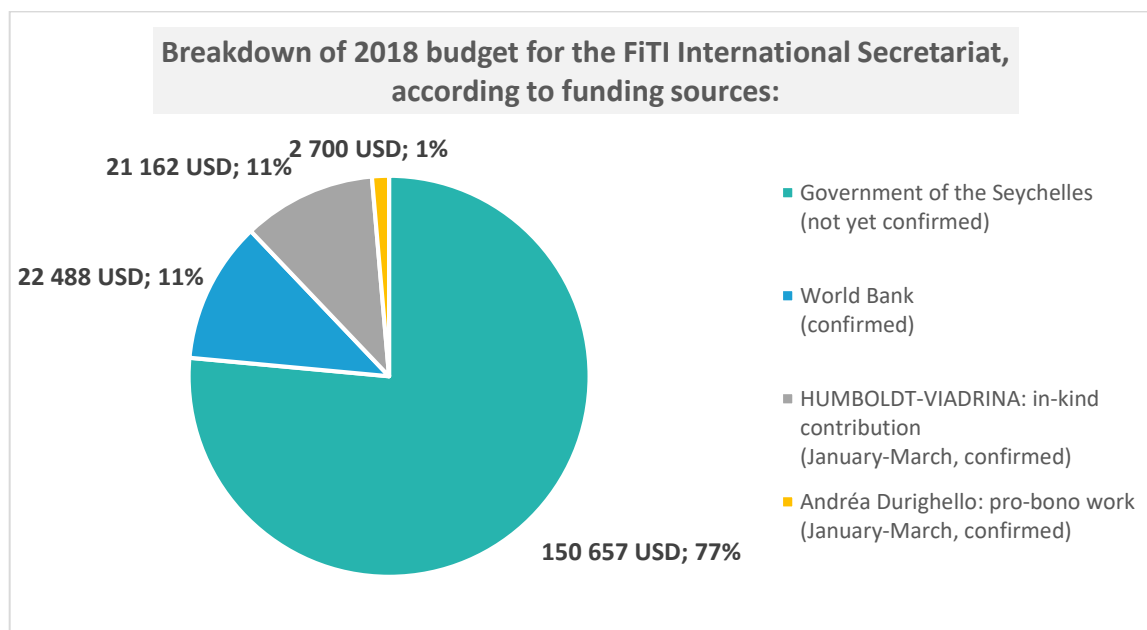
- defining objectives for the reporting period;
- identifying constraints in achieving the agreed objectives;
- specifying activities to achieve the agreed objectives;
- stating output(s) for each activity; and
- stating the expected outcome for each objective.

As this is the first official workplan of the FiTI International Secretariat, it does not comprise a summary of FiTI activities undertaken in the previous reporting period, including an assessment of the level of progress in achieving the objectives set out in the previous workplan(s).

¹ The FiTI International Secretariat does not have the responsibility to conduct or finance national FiTI implementations. This will be done primarily by the country's government and its National Multi-Stakeholder Groups, respectively. The FiTI International Secretariat does provide technical support to implementing countries, e.g. regarding the interpretation of the FiTI Standard.

1. Funding situation of the FiTI International Secretariat

The objectives and activities outlined in this workplan are based on the estimated 2018 budget for the FiTI International Secretariat of USD 197.007:

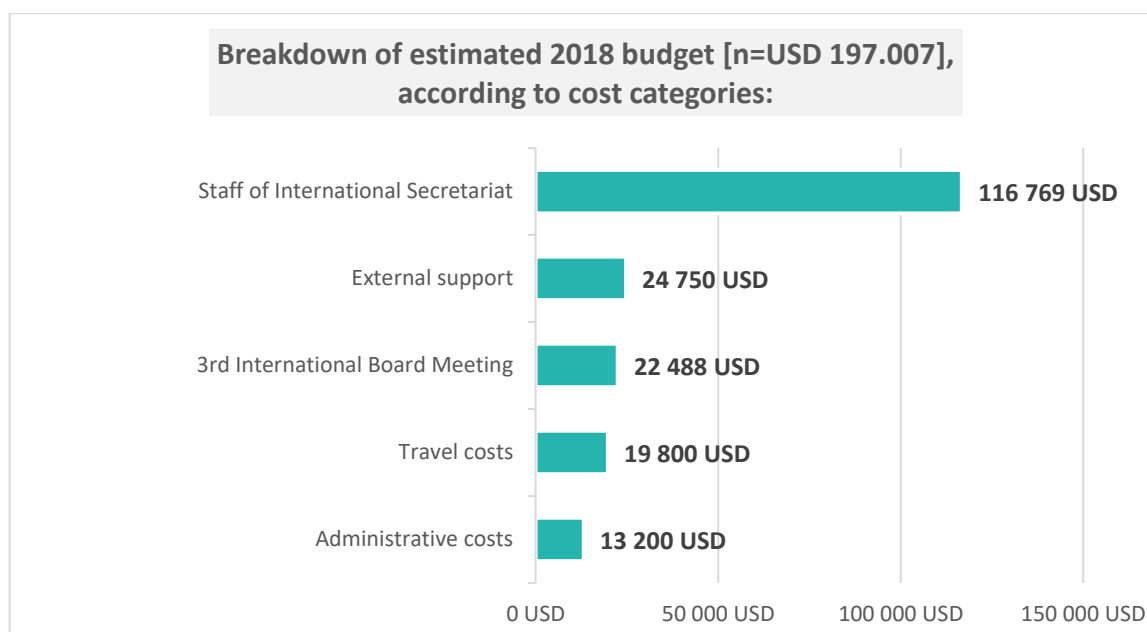


This budget is based on the following assumptions:

- **The contribution of the Government of the Seychelles has not been confirmed yet.** This contribution is primarily based on the Government's request for technical assistance from the Arab Bank for Economic Development in Africa (BADEA) in order to conduct national FiTI-related activities as well as a contribution to the FiTI International Secretariat. The Seychellois request has still not been finally approved by the BADEA's Board of Directors and will be discussed again at their next meeting, scheduled for 28 February 2018.
- The contribution of the **World Bank**, earmarked for material costs of the 3rd FiTI International Board meeting (23-24 January 2018, Berlin/ Germany) has been confirmed.
- In order to maintain a minimum operation of the FiTI International Secretariat, the **HUMBOLDT-VIADRINA Governance Platform** confirmed to provide 21.162 USD of in-kind contributions (i.e. coverage of salary costs for Sven Biermann and Sebastian Wegner as well as administrative costs) for January to March 2018. Nevertheless, this results in a reduction of 21 days for the first 3 months.
- **Andréa Durighello** confirmed to contribute 30% of her time pro bono to the FiTI International Secretariat for the first 3 months. This results in a reduction of 38 days for the first 3 months.
- The current FiTI Chair (Peter Eigen) does not receive any remuneration.

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The estimated budget for 2018 is aligned to a number of pre-defined cost categories:



Additional information regarding cost categories:

Staff of International Secretariat	This includes, inter alia, the salary costs (gross) for the staff of the FiTI International Secretariat. Through this a total of approx. 390 working days (1,8 full-time equivalents) are financed.
External support	This includes support of 5 days / month from the Secretariat's Technical Advisor for April – December 2018.
3rd International Board Meeting	This includes, inter alia, travel and accommodation support for representatives from applicable civil society organisations and small-scale fishing associations, technical infrastructure, translation.
Travel costs	This includes travel support for 4x country visits (focus on Seychelles) and travel support for attending conferences and stakeholder meetings.
Administrative costs	This includes, inter alia, office rent and operating costs of the FiTI International Secretariat.

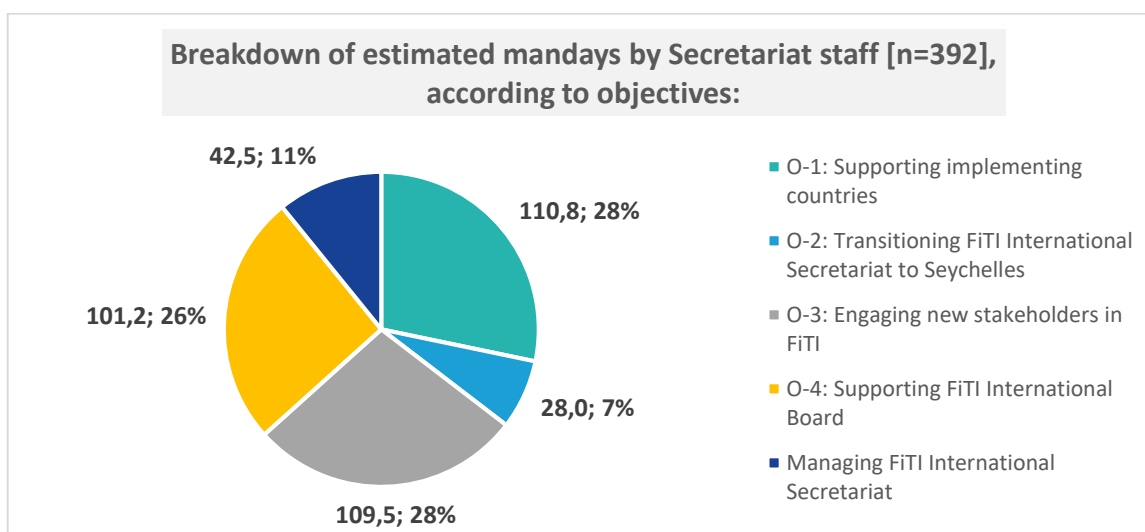
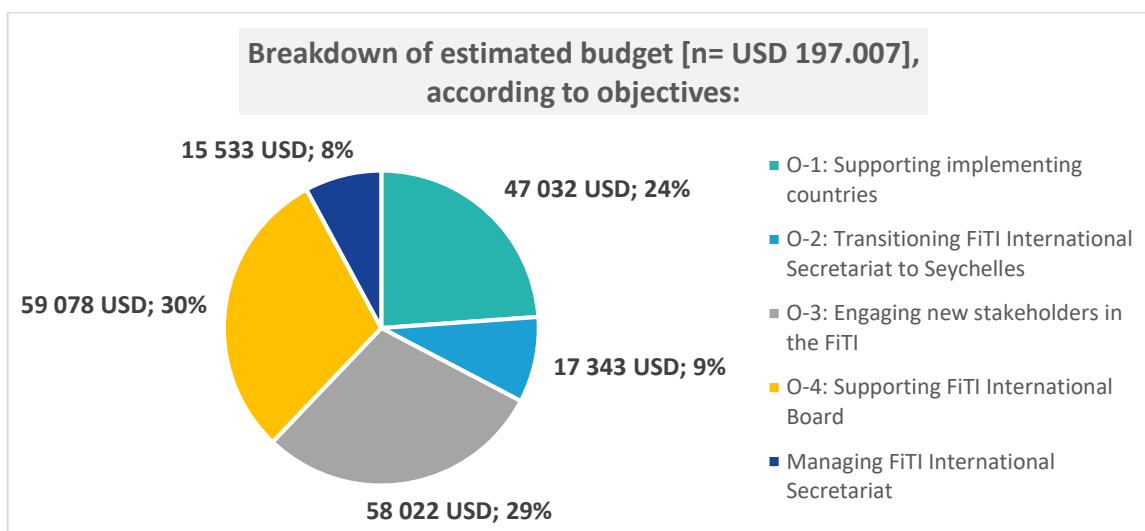
2. Four major objectives for 2018

Under the 2018 Workplan for the FiTI International Secretariat, the following four major objectives are prioritised:

- **Objective-1: Supporting implementing countries**
- **Objective-2: Transitioning FiTI International Secretariat to Seychelles**
- **Objective-3: Engaging new stakeholders in FiTI**
- **Objective-4: Supporting FiTI International Board**

In addition, budget is allocated for the general management of the FiTI International Secretariat (e.g. conducting weekly Jour Fixe meetings, quality reviews, project controlling).

The estimated Secretariat budget for 2018 is allocated to these objectives as follows:



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Additional information:

- The personnel costs of the estimated budget for 2018² is sufficient to cover the proposed activities.
- However, the current personnel cost budget covers only a minimum staff for January – March 2018, and does not include contingency for activities not specified in this workplan.
- A funding gap of 30k USD exists for non-material costs, thereof:
 - Approx. 25k USD for a second on-site FiTI International Board meeting (2nd half of 2018);
 - Approx. 5k USD for country visits to West Africa and Asia.
- The current FiTI Chair does not receive any salary or office compensations.
- An international FiTI Conference or Members' Meeting cannot be conducted with the estimated budget for 2018.
- The exchange rate development USD-EUR has to be closely monitored, as the current funding would be provided mainly in USD, whereas the majority of costs are based on EUR.

In the following, detailed activities and related constraints (if applicable), outputs and outcomes are described for each objective.

² Covering the staff of the FiTI International Secretariat and external support

Objective-1: Supporting implementing countries

In 2018, the FiTI International Secretariat will provide support to all of its 5 countries³. Support for implementation will primarily focus on ensuring that these countries are able to complete the “Requirements for Countries Intending to Implement the FiTI”, as set forth in section A of the FiTI Standard, in order to submit an official FiTI Candidate application to the FiTI International Board in 2018.

Detailed activities

Activities	Total effort in man-days	Due date(s)	Constraints
Conduct regular (monthly) Jour Fixe with countries	18,8	Year-long activity	None
Conduct 4x country visits	32,0	To be determined	Travel costs for only 2x country visits are currently covered
Conduct regular (monthly) stakeholder management	40,0	Year-long activity	None
Conduct other (ad-hoc) support and outreach activities	20,0	To be determined	None
	<u>110,8</u>		

Outputs

- 4x country visits conducted (focus: Seychelles)
- Template for a FiTI National Workplan provided
- Template for FiTI Candidate Application provided

Expected outcomes⁴

- 3 of the 5 current countries submitted their FiTI Candidate application to the FiTI International Board in 2018

³ Guinea, Indonesia, Mauritania, Senegal, Seychelles.

⁴ An outcome is a short- and medium-term effect (based on activities and outputs), which are not under direct control of the FiTI International Secretariat.

Objective-2: Transitioning FiTI International Secretariat to Seychelles

As of today, the HUMBOLDT-VIADRINA Governance Platform acts as the FiTI International Secretariat and through this, also acts as the contractual host of the FiTI (e.g. engaging with donors, hiring personnel).

In 2018/19 (exact date tbd.), the FiTI International Secretariat will transition to the Seychelles and will be embedded in the to-be-established legal entity of the FiTI (working title: "FiTI Association"). This not-for-profit members' association will be founded in 2018 in the Seychelles under Seychellois law.

The actual transition costs as well as the subsequent running costs of the FiTI International Secretariat are not part of the confirmed Secretariat budget for 2018.

Detailed activities

Activities	Total effort in man-days	Due date(s)	Constraints
Prepare institutional framework	11,0	June 2018	Seychellois law may restrict establishment of not-for-profit members association
Prepare transition	17,0	October 2018	None
	28,0		

Outputs

- By-laws for the FiTI Association under Seychellois laws presented to the FiTI International Board for approval
- 1x country visits for preparation of transition to Seychelles conducted
- Detailed transition plan and materials (e.g. guidance notes) finalised

Expected outcomes

- FiTI Association registered in the Seychelles

Objective-3: Engaging new stakeholders in FiTI

In order to achieve a global level playing field of transparency in fisheries as well as to ensure a sustainable financial foundation for the FiTI, the FiTI International Secretariat will continue to engage with governmental and non-governmental stakeholders around the globe.

For 2018, the FiTI International Secretariat will not focus their outreach activities on a particular continent or region, but instead seek to engage with relevant stakeholders from all continents.

Detailed activities

Activities	Total effort in man-days	Due date(s)	Constraints
Engage additional implementing countries	35,0	Yearlong activity	Available travel budget of 11k USD restricts substantial outreach activities
Engage other non-governmental stakeholders ⁵	34,5	Yearlong activity	
Conduct general outreach & communication ⁶	40,0	Yearlong activity	Fundraising activities are very limited Limited number of personnel
	109,5		

Outputs

- 3-5 potential implementation countries identified and engaged in discussions to implement the FiTI⁷
- 8-10 potential non-state actors (incl. business and civil society) introduced to the initiative
- 5 potential non-governmental donors and 3 potential governmental donors identified and contacted to explore their contribution to FiTI funding
- 1 blog article per month posted on FiTI Website in English and French

⁵ A particular focus will be on investors and value chain participants.

⁶ This includes, but is not limited to, participating in conferences and workshops, providing press articles, interviews, updating and improving the FiTI website (EN/FR), incl. blogs, and social media channels, as well as regular fundraising activities.

⁷ For example: Belize, Chile, Costa Rica, Mozambique, Nigeria, Peru, São Tomé and Príncipe

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- Regular social media activities (e.g. Twitter, Facebook)
- Joint communication activities conducted with partner organisations

Expected outcomes

- 1-2 additional countries initiated the process to sign-up to the FiTI
- 1 governmental donor and 1 non-governmental donor contributed to the financing of the FiTI International Secretariat
- 2 support statements for the FiTI published by non-governmental stakeholders
- Host country for 3rd FiTI International Conference in 2019 confirmed
- 200 additional followers on twitter gathered⁸

⁸ Status as of December 2017: 835 followers.

Objective-4: Supporting FiTI International Board

The FiTI International Secretariat is responsible for the day-to-day running of the FiTI. It provides the technical and administrative support to the FiTI International Board, which determines its operational and strategic priorities.

Detailed activities

Activities	Total effort in man-days	Due date(s)	Constraints
Support FiTI Chair	20,0	Yearlong activity	None
Conduct FiTI International Board meetings	40,2	Yearlong activity	Only 1 of 2 on-site Board meetings are currently financed
Establish international governance framework	17,0	Yearlong activity	None
Support Working Groups	24,0	Yearlong activity	None
	<u>101,2</u>		

Outputs

- 2 on-site and 3 teleconferences of FiTI International Board meetings conducted, including preparatory papers and meeting minutes in two languages
- FiTI Global Code of Conduct presented to the FiTI International Board for approval
- FiTI Global Travel Policy presented to the FiTI International Board for approval
- FiTI Guidance Note for Report Compiler presented to the FiTI International Board for approval
- 2019 Workplan for FiTI International Secretariat presented to the FiTI International Board for approval
- 2 Working Groups of the FiTI International Board supported (each approx. 6 months)

Expected outcomes

- Governance framework approved by the FiTI International Board (i.e. FiTI Global Code of Conduct, FiTI Global Travel Policy and 2019 Workplan for the FiTI International Secretariat)
- FiTI Guidance Note for Report Compiler approved by the FiTI International Board
- 2nd FiTI Chair appointed
- All vacant FiTI International Board Members and Alternates seats filled
- Funding for 2nd on-site FiTI International Board meeting in 2018 obtained