

NORTH PACIFIC MARINE SCIENCE ORGANIZATION (PICES)  
PROJECT ON “*BUILDING CAPACITY FOR COASTAL MONITORING BY LOCAL SMALL-SCALE FISHERS*”

**PRINCIPLES**

1. The overall goal of the project entitled “*Building capacity for coastal monitoring by local small-scale fishers*”, funded by the Ministry of Agriculture, Forestry and Fisheries of Japan (MAFF), through the Fisheries Agency of Japan (JFA), is to enhance the capacity of local small-scale fishers to monitor coastal ecosystems and coastal fisheries in Pacific Rim developing countries. The project key questions are: (a) how do global changes in climate and economy affect coastal ecosystems? and (b) how may enhanced capacity for monitoring activities by local fishers help to improve fisheries management in coastal areas? (*e.g.*, increase fish stocks or implement sustainable fisheries)? The project is also intended to foster partnerships with non-PICES member countries and related international programs and organizations. The MAFF contribution is from the Official Development Assistance (ODA) Fund and therefore, involvement of developing countries in project activities is required.
2. The maximum duration of the project is 3 years, with the ending date set as March 31, 2020.
3. The following organizational principles agreed to by MAFF/JFA and PICES apply to the project:
  - The project will interact with, and support relevant activities of, PICES Scientific Committees on Human Dimension (HD) and Fishery Science (FIS), PICES Technical Committee on Monitoring (MONITOR), and PICES FUTURE (Forecasting and Understanding Trends, Uncertainty and Responses of North Pacific Marine Ecosystems) Science Program (Research Theme 3 on “*How do human activities affect coastal ecosystems and how are societies affected by changes in these ecosystems?*”).
  - The project will be directed by a Project Science Team (PST), with membership from within or outside of PICES Committees and expert groups, as deemed appropriate. All above mentioned groups are expected to be represented on PST.
  - The PST will be co-chaired by PICES members, with one of Co-Chairmen being from Japan – Dr. Mitsutaku Makino (Japan Fisheries Research and Education Agency; mmakino@affrc.go.jp). The PST Co-Chairmen are responsible for the scientific implementation of the project and annual reporting to MAFF and to PICES Science Board through the HD Committee. The report to MAFF/JFA should be submitted within 90 days after the close of each project year ending March 31, and include a summary of the activities carried out for the year, with an evaluation on the progress made, and a workplan for the following year.
4. The following financial principles agreed to by MAFF/JFA and PICES apply to the project:
  - A separate bank account shall be established to deposit the remitted funds.
  - The PICES Executive Secretary or a Project Coordinator designated by the Executive Secretary will be responsible for the management of the fund and annual reporting on its disposition to MAFF/JFA and PICES Governing Council through the Finance and Administration Committee. The report to MAFF/JFA should be submitted within 90 days after the close of each project year ending March 31.
  - The main elements of the budget are organized into the following categories:
    - Travel and meetings – this category covers travel costs associated with project activities such as field studies, organizational trips, project meetings, workshops, scientific sessions and public events.
    - Contracts – this category covers grants/fees to be paid to consultants and experts employed to implement the project. Tasks and deliverables for contractors are to be determined by the PST Co-Chairmen. To support the objectives of the project and to ensure that its activities

- have minimal impact on the workload of the existing staff of the PICES Secretariat, the Project Coordinator can employ additional staff as required.
- Publications – this category covers costs associated with publishing findings of the project in special issues of peer-reviewed journals, reports and brochures, and dissemination of these materials.
  - Equipment – this category covers purchases and shipment of equipment for laboratory/field data/sampling processing/analysis, computer hardware/software for the development of database(s) and the project website.
  - Miscellaneous – this category covers expenses associated with the project (mail and phone charges, bank charges, *etc.*) and includes contingencies such as fluctuations in currency exchange rates.
  - Transfers of up to 10% of allocations between the budget categories are allowed based solely on the decision by the PICES Executive Secretary or a Projects Coordinator. In special cases, transfers up to 20% between the budget categories can be authorized by JFA. All transfers shall be reported at the end of the fiscal year.
  - A 13% overhead on the annual budget shall be retained by PICES to offset expenses related to the Secretariat's involvement in the project.
  - The interest earned by the fund shall be credited to the project and used in consultation with JFA.
  - Any funds remaining after the completion of every fiscal year of the project shall be reported and disposed of in consultation with JFA.
5. Ownership of the outcomes of the project, including materials, data, copyright and intellectual property rights, will be vested to PICES and the Government of Japan. Either Party may use those outcomes, but will give full credit to their source.