

Tuvalu Fisheries Department



**Annual Work Plan
2020**



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Fisheries Department
Ministry of Fisheries and Trade
Government of Tuvalu



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Acknowledgements

This document was put together through the collective efforts of the Fisheries Department Senior Management Committee (SMC) with inputs from all staff of the Department.

Acronyms & Terms

AA	Access agreement	NFD	Non-fishing days
BDM	Beche-de-mer	OFCF	Overseas Fishery Cooperation Foundation, Japan
CFC	Community Fishing Centre	OI	Outer Island
EEZ	Exclusive economic zone	PFO	Principal Fisheries Officer
EU	European Union	PNA	Parties to the Nauru Agreement
FAD	Fish-aggregation device	PROP	Pacific Regional Oceanscape Programme
FCA	Funafuti Conservation Area	PS	Purse seine
FFA	Forum Fisheries Agency	QUAD	Quadrilateral MCS partners, Australia, France, New Zealand and America
FFV	Foreign fishing vessel	R2R	Ridge to Reef Project
FO	Fisheries Officer	SFO	Senior Fisheries Officer
FLO	Fisheries Legal Officer	SMC	Senior Management Committee
FOFA	Fishermen of Funafuti Association	SOP	Standard operating procedures
GEF	Global Environment Facility	SPC	Secretariat of the Pacific Community
GOT	Government of Tuvalu	STCW	Standards of Training, Certification and Watchkeeping (STCW Convention, IMO)
GOV	Governement	TFD	Tuvalu Fisheries Department
HRD	Human resource development	TFSP	Tuvalu Fisheries Support Programme (MFAT)
IMO	International Maritime Organisation	TKIII	Te Kakeega III: National Strategy for Sustainable Development 2015-2020
IT	Information technology	TMTI	Tuvalu Maritime Training Institute
IUU	Illegal, unregulated and unreported fishing	TVNOP	Tuvalu National Observer Programme
KOICA	Korean International Cooperation Agency	UNDP	United Nations Development Project
KPI	Key Performance Indicator	VDS	Vessel Day Scheme
LL	Longline	WB	World Bank
MCS	Monitoring, control & surveillance	WCPFC	Western and Central Pacific Fisheries Commission
MCS WG20	MCS working group, FFA		
MFAT	New Zealand Ministry of Foreign Affairs and Trade		
MFED	Ministry of Finance and Economic Development		
MNR	Ministry of Natural Resources		
MIS	Management Information System		
MRA	Marine Resources Act		
MSC	Marine Stewardship Council		
MTU	Mobile transmission units		
NAFICOT	National Fisheries Corporation of Tuvalu		
NAPA	National Adaptation Programme of Action		

1 Background

1.1 Introduction

The Annual Reports and Annual Work Plans are prepared and published by the Senior Management Committee (SMC). The SMC is basically the monitoring and reporting system of the Department. This is the Sixth Annual Work Plan published by the TFD, and the first to be developed under the new 3-year Corporate Plan 2020-2022. It describes the immediate priorities and activities for 2020. Where possible, longer-range work targets have also been indicated. Work Plans for individual TFD sections are provided and there are some activities for 2019 which were not achieved but would be continued by some of the sections in the year 2020. Factors that affected the completion of some of these targets in 2020 were shortages of staff and staff turnover, insufficient funds or difficulty in accessing funds committed by donors, and changes in priorities by the TFD and stakeholders.

The TFD sections will continue to achieve these activities in 2020 and are mindful that there would be other issues and priorities likely to emerge. The Department needs to be flexible to meet these challenges as they arise.

1.2 Vision

The guiding vision of the Department as stated in the Corporate Plan is:

- ✿ *Productive inshore fisheries supporting livelihoods and providing healthy local food;*
- ✿ *Sustainable oceanic fisheries providing sustainable and consistent revenue, jobs and other economic opportunities.*

The physical and economic health of the Tuvalu population depends upon the health of its inshore and oceanic fisheries. Inshore fisheries can be managed by Tuvalu, but the health of oceanic fisheries requires regional and sub-regional co-operation.

1.3 Mission

The Department's mission is:

- ✿ *To maximize social and economic returns to the people of Tuvalu through sustainable management and wise use of Tuvalu's living marine resources.*

On behalf of the people of Tuvalu, the Government, through its Fisheries Department, will act as a responsible custodian of oceanic or designated inshore fishery resources and fisheries rights so that they generate sustainable national revenues and sustainable employment opportunities. The Department will also support the Kaupules and Falekaupules which have the responsibility of managing inshore fisheries to support livelihoods and provide local food security.

1.4 Objectives

The primary objectives of the Department, as expressed in the 3rd Corporate Plan (2020-2022) are:

- 1: Sustainable management of Tuvalu's Oceanic Fisheries Resources;**
- 2: Maintaining and, where possible, increasing economic benefits from the tuna fishery;**
- 3: Improved management of coastal fisheries for sustainable inshore resources;**
- 4: Supporting sustainable development of small-scale fisheries for livelihoods, food security and healthier diets;**

5: Improvement and maintenance of TFD infrastructure and facilities;

6: Development of staff capacity and systems; and

7: Promoting public awareness and education on fisheries issues.

These objectives are consistent with but updated from the objectives stated in Te Kakeega III, the Government's National Strategy for Sustainable Development 2015-2020. However there have been significant, rapid changes in the fisheries sector since the formulation of TKIII, and the objectives it contains will need to be updated in the new strategy.

The Department also has long term objectives already in place and which consist of:

- ✿ Conversion of the Fisheries Department to non-commercial statutory authority, so that it can function more effectively as a revenue-generation agency without the inefficiencies and constraints imposed by public service rules and regulations;
- ✿ Establishment of a fishery product food safety competent authority, so that fishery products caught in Tuvalu waters, or by Tuvalu vessels fishing elsewhere, can be sold into higher-value markets that are currently not available to us;
- ✿ The growth of a local fleet of medium sized vessels, owned and operated by Tuvaluans, fishing outside the reef for tunas and deep-water snappers, whose product is being fed into the local market and potentially for export;
- ✿ Lagoon fishery management and stewardship plans that have reversed the decline in reef fishery production in Funafuti and at least a couple of outer islands where we know that overfishing is becoming a problem.

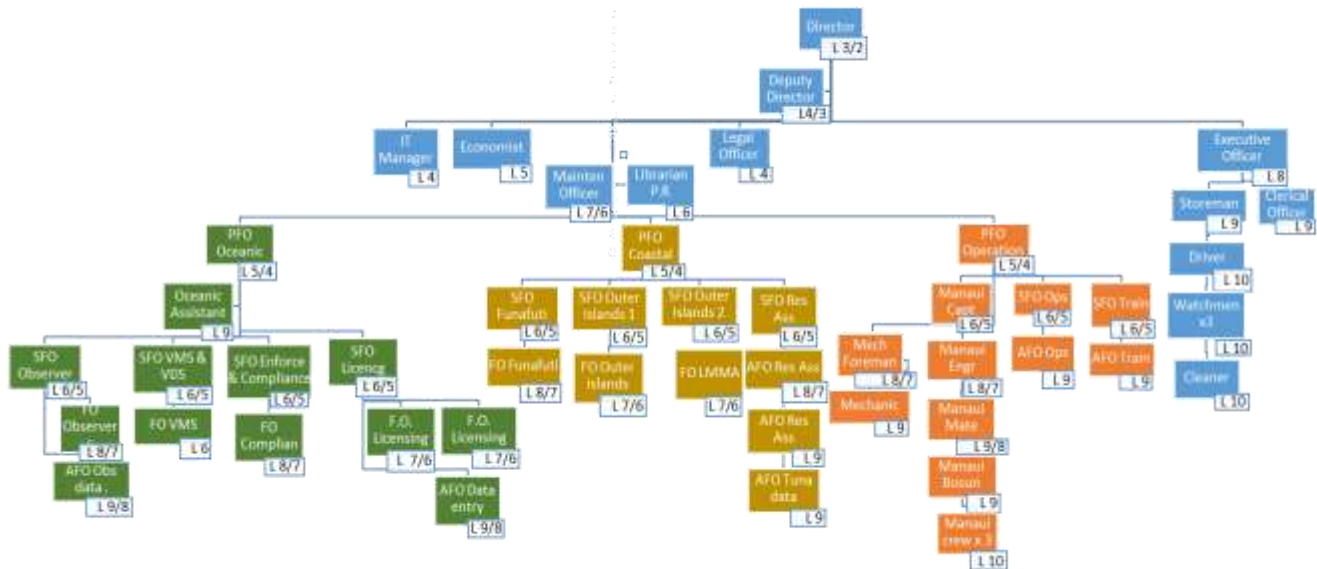
The fisheries sector is dynamic and fast-evolving: while the new TFD Corporate Plan aims to address all current issues, even within a year there may be changes in priorities. This emphasizes the need for the Department to remain responsive and flexible irrespective of the planning framework adopted.

1.5 Organisation

The TFD comprises:

- ✿ The Administration Section, which is led by the Director, includes the Deputy Director, Legal Officer, Economist, Information Officer and IT Manager, as well as administrative staff. The group is responsible for fisheries access agreements, fisheries policy including regional initiatives, management of development projects, as well as planning and administration of the Division.
- ✿ The Oceanic Fisheries Section, led by a Principal Fisheries Officer (PFO), is responsible for Monitoring, Control and Surveillance of the tuna fishery. Main work areas include vessel licensing, reporting and data collection, VMS and VDS monitoring, coordinating aerial surveillance and patrol boat operations, transshipment monitoring and the observer programme. The section also manages 80 contracted observers who are not counted as TFD staff.
- ✿ The Coastal Fisheries Division, also led by a PFO, is responsible for inshore fisheries resource assessment and management, as well as monitoring of the marine environment. The Division works closely with the Kaupule and other stakeholders in the community. Three teams, each led by a Senior Fisheries Officer, are responsible for work: in Funafuti; the outer islands; and on resource monitoring and assessment (including aquaculture). This section has engaged data collectors on each island who also work on contracts
- ✿ The Operation and Development Division is responsible for operation of the Department's two vessels – Manau and Tala Moana – including managing charters. The Division also has responsibility for the

FAD programme, promoting sea safety, and training in fishing and fish processing. The development of boatbuilding and the new offshore fishing project will be led by this Division, working closely with



local fishermen and their associations. Nine crew of the Tala Moana are contracted to operate this vessel.

Figure 1: Organization of the Fisheries department 2020

2 Fisheries Department Resources

2.1 Staffing

2020 will see some strengthening of the Department's staffing, reflecting the growing importance and complexity of systems for the oceanic fishery, as well as the growth of the observer programme and transshipment monitoring. Similarly, the need to provide more support for small-scale fisheries development and the management of two inter-island vessels has increased the workload of the Operation & Development group. The new structure shown above will be implemented, for the most part, in 2020. Further changes will be needed in subsequent years as the work programme develops in areas such as laboratory services, mariculture, compliance and enforcement, and support for fish marketing from the outer islands. Pay grades may also need review to reflect additional responsibilities and for greater consistency.

2.2 Assets and facilities

Since 2018, TFD has benefited from a new and well-furnished office complex (provided under the New Zealand Aid Programme) which has brought all staff under one roof for the first time in many years. By the start of this plan period, the roof will have been fitted with an array of solar panels, which should meet most, if not all, of the building's electricity needs. While there are still some further improvements to IT systems and security in progress, this is an excellent facility that, if properly maintained, will serve

the Department well into the future. Other infrastructure on the site includes a large workshop, the NAFICOT fish market (which requires extensive maintenance and repair), and a slipway capable of handling vessels up to 20 meters in length. During 2020 work will start on a new training centre in the Fisheries area (funded by the World Bank PROP project), as well as a small mariculture hatchery.

2.3 Budget

Fisheries licensing, access fees and investments generate a significant proportion of Tuvalu Government revenues: budgeted income for 2020 is AU\$34 million. Following poor economic conditions in the purse seine fishery in 2019, collecting this amount will be quite challenging.

The 2019 Budget includes a one-off allocation under the Minister's office for Tuvalu's share of the PNA Fisheries Information Management System (FIMS) of \$1.65 million – an important strategic investment. The Fisheries Department expenditure budget is \$1,365,200, a small reduction overall on 2019.

The budget allocations for 2019 for each section of the TFD are made as follows: Administration & Management Section budget allocation is \$343,500; Fisheries Operation and Development Section allocated \$283,300; Coastal Fisheries Section allocated \$188,900; Oceanic Fisheries Section allocated \$204,500; and there is Special Development Expenditure allocated \$345,000.

There are continued funding support to the TFD from several major development partners:

- ✿ The World Bank Pacific Regional Oceanscape Programme (PROP), approved in December 2014 for a 6-year period, was extended for 23 months and will provide approximately \$1.5 million per year through 2020-22;
- ✿ The New Zealand-Tuvalu Fishery Support Programme (TFSP) has provided support from 2014-19 with commitments funding activities in early 2020 – developing a second phase of this project during 2020 is a high priority;
- ✿ The GEF-funded R2R project commenced in the first quarter of 2017 and supports aquatic biodiversity conservation and establishment of marine protected areas in some outer islands; it provides in-kind support rather than direct funding for the Department.

The TFD works in close collaboration with other partner agencies, including the Maritime Wing of the Tuvalu Police Department, the Tuvalu Maritime Training Institute (TMTI), and the Kaupule on each of Tuvalu's islands. Activities supported by these programmes are integrated into the Department's Work Programme, and in many cases will be funded by a combination of both donor and recurrent budget allocations.

Additional support continues to be available through the main fisheries sector regional organisations (Forum Fisheries Agency (FFA), Secretariat of the Pacific Community (SPC), Parties to the Nauru Agreement Office (PNAO) and Western Central Pacific Fisheries Commission (WCPFC)). Technical assistance, training and small project funding also continues to be available from time to time through a number of bilateral and multilateral partner agencies. However the TFSP and the PROP have greatly reduced the Department's dependence on this type of funding, which can be unpredictable and, sometimes, more closely aligned with regional rather than national priorities.

3 2020 Work Plan

3.1 Administration group

The Administration section of the Department is responsible for a range of activities, including:

- ✿ Advising the Minister, Cabinet and Parliament on fishery policy issues and high-level developments within the sector;
- ✿ Negotiating fishery access agreements with distant water fishing nations, associations, fleets and companies;
- ✿ Economic analysis of fishery development and management options;
- ✿ Ensuring consistency between fishery revenue information held by the TFD and the Treasury Department of MFED;
- ✿ Promoting and managing fishery joint ventures and other commercial activities in which the Government of Tuvalu has an interest, including support for NAFICOT;
- ✿ Ongoing review of Tuvalu's fishery legislation to ensure it remains compliant with international treaties and arrangements to which Tuvalu is a party;
- ✿ Assisting the Attorney-General's Office and other relevant government departments in regard to incidents of non-compliance with Tuvalu's fishery laws;
- ✿ Providing access to information on Tuvalu fisheries, including through the development and maintenance of a Fisheries Department library and website;
- ✿ Production of public information materials on the work of the Department, and the Tuvalu fisheries sector in general;
- ✿ Representing Tuvalu at high-level fishery discussions and negotiations; and
- ✿ Managing and keeping records of departmental expenditure, travel, training and personnel issues.

The Administration section leads and supports the operations of the entire Department. It provides the critical links between the Department and domestic, national and international agencies. It also provides the links between the three major sections within the Department (the Oceanic Division, the Operations & Development Division, and the Coastal Division) and its activities cut across the Department's annual work plan. The Management Team consists of the Director, the Deputy Director, Technical Advisors, Legal Officer, Fisheries Economist, Fisheries Media Officer, and all Heads of Sections. In order to improve the monitoring and evaluation of the Department's daily activities, the administration section is tasked to provide the necessary support to all staff in their efforts to carry out their duties and responsibilities.

Weekly Ministry meetings will continue to be held every Friday morning. All heads of sections are expected to provide brief updates on the week's events and to provide plans for the following week.

The Administration section will call a monthly meeting for the Department Senior Management Committee (SMC). The SMC consists of all Department PFOs, DDOF, TA, Economist, FLO, PROP Coordinator and DOF. These monthly meetings will allow the SMC to review each section's progress in implementation the Department work plan. Staff meetings will be carried out in a quarterly basis to discuss the implemented activities and social issues within the department.

The Division will lead the celebration of the World Tuna Day in the country in May, for the second time, as well as hosting the Regional Observer Coordinators' Workshop in February.

The importance of Fisheries to Tuvalu cannot be over-emphasized. Appropriate SMC members will represent Tuvalu at all important Fisheries meetings; this is to ensure that our concerns are raised at these meetings and our interests in the area of fisheries management are protected.

3.1.1 Director of Fisheries

The Director of Fisheries' main role is to lead the senior management team of the Fisheries Department in providing advice to the Minister and Cabinet on fisheries matters and policy that align with the strategic plan of Tuvalu. The Director has overall responsibility for the successful implementation of the Fisheries Department's Corporate Plan and Budget and is expected to provide strong leadership and guidance to all staff to meet the Department's goals and objectives.

Apart from overseeing the overall implementation of the Department annual work-plan, these are some of the specific activities that he is expected to deliver in 2020.

Table 1.1: Activity timetable for the Director in 2020

Director of Fisheries	2020 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
Oversee the overall Department work-plan	★	★	★	★	★	★	★	★	★	★	★	★
Provide technical and management support to all section in the implementation of the work-plan	★	★	★	★	★	★	★	★	★	★	★	★
Provide advice and support to Minister	★	★	★	★	★	★	★	★	★	★	★	★
Provide updates on any Fisheries related issues to the Cabinet and Government	★	★	★	★	★	★	★	★	★	★	★	★
Facilitate production of 2019 Annual report		★	★									
Facilitate preparation of 2021 Budget						★	★	★				
Facilitate production of 2021 work plan								★		★	★	★
Facilitate production of 2020 bi-annual report						★	★					
Attend important Fisheries regional and international Meetings		★	★	★		★	★		★	★	★	
Assist develop TSFP2		★	★									
Oversee Implementation of PROP	★	★	★	★	★	★	★	★	★	★	★	★
Staff appraisal and performance review				★	★	★				★	★	★
Facilitate all Fishing Bilateral negotiations for 2021					★	★	★	★	★			
Review staff structure and staff training needs				★	★	★						

3.1.2 Fisheries Legal Officer

The Department's Legal Officer is responsible for providing analysis, review, advice, implementation and execution of all Fisheries Department legal matters, including: compliance with Tuvalu's obligations under international, regional and sub-regional fisheries instruments to which Tuvalu is a party; drafting of fishery regulations, management plans, and amendments to existing legislation; drafting and review of fishery access agreements and licence conditions; legal review of joint venture agreements and investment proposals; and legal support to fishery surveillance and law enforcement activities, including prosecutions.

He works with all of the Divisions, as well as other Government departments, notably the office of the attorney-general, with activities in support of all seven of the Corporate Plan objectives. In 2020 he will also provide legal advice to the NAFICOT Board and Management.

Table 1.2: Activity timetable for the FLO in 2020

Fisheries Legal Officer	2020 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
To provide support to PNA and TKA Meeting (Plus all WCPFC meetings)			★									★
To draft and review policy and regulation to implement LL and FAD Tracking and Registration in 2020		★										
To Draft, review and endorse AA. To draft crewing employment contracts for vessel crew in 2020			★	★								
To conduct Dock Side Boarding training			★									
To draft policy related to outcomes of CMS DP03 WCPFC16		★	★									
To review the Ariel Surveillance MOU with FFA and ensure enforcement			★	★								
To evaluate Oceanic reports on data		★	★			★	★					
To review all AA			★	★	★	★						
Review and give opinion on JV		★			★				★	★	★	
To review and endorse Observer Policy and contracts		★	★							★		
To wind up Friendly Tuna JV		★	★							★		
To provide sound advice during JV negotiations		★	★							★		
To review and amend existing policies and laws									★	★	★	
To conduct legal training on FCA Order 2019. Provide advice on establishing size limits ONLY if voluntary methods insufficient				★					★			
To review Asset Management Instructions		★	★									
To provide monthly Fisheries legal radio or published work on the TFD website	★	★	★	★	★	★	★	★	★	★	★	★

3.1.3 Fisheries Economist

The objective of the Fisheries Economist is to collect, assess and analyze national, regional and international fisheries related data that are of interest to the Government of Tuvalu and provide rationale advice to the Director of Fisheries for decision making purposes that will profoundly maximize the best sustainable economic value out of our fishery resources. Main responsibilities are to: (i) provide advice to the Director of Fisheries in the formulation of policy on the allocation and conditions of purse seine and longline licenses issued by the Government of Tuvalu; (ii) investigate and analyze trends and developing strategies that maximize current and future scheme and other licensing arrangements and (iii) advise on economic aspects of domestic fisheries development in Tuvalu, including the operation of the Community Fisheries Centers and outer-island initiatives.

Again this involves work across all areas of the Department's responsibilities and the following work plan lists activities in support of the Operations, Coastal, Oceanic and Management Divisions, as well as NAFICOT, in that order.

Table 1.3: Activity timetable for the Economist in 2020

Economist	2020 Milestones											
Activity/Task ↓ (The number below reflect the tasks and activities above) Month →	J	F	M	A	M	J	J	A	S	O	N	D
Review and analyse annual operation plan and activities of the two vessels.	★	★					★	★				
Advise on the cost of maintenance of vessels	★	★	★							★	★	★
Economic quarterly on accumulated vessels payoffs			★			★			★			★
Assess and prepare annual economic reports									★	★	★	
Monthly meeting with HOD on concerning issues	★			★			★			★		
Collect, analyse & manage coastal data		★	★			★	★			★	★	
Provide economic advises for fishers	★			★	★			★	★			★
Assess the average profitability of small scale fishing	★			★	★			★	★			★
Evaluate & quantify coastal fishery value	★	★	★				★	★	★			
Monthly consultation with HOD	★	★	★	★	★	★	★	★	★	★	★	★
Assess & analyse past access agreement, catch & technologies				★	★	★				★	★	★
Graphically analyse past catch against revenues			★			★			★			★
Monitor the global market price and tuna value	★	★	★	★	★	★	★	★	★	★	★	★
Manage incoming revenues & provide qtlly reports		★	★		★	★		★	★		★	★
VMS & VDS CBA and explore potential opportunities	★	★		★	★		★	★		★	★	
Assist in AA and JV negotiations	★	★	★	★	★	★	★	★	★	★	★	★
Analyze and prepare annual economic status report implicate by revenue received										★	★	★
Prepare qtlly & annual financial estimates of revenues for the purpose of budget preps			★			★			★			★
Assist DoF	★	★	★	★	★	★	★	★	★	★	★	★
Assist SMC for effective management of CP	★	★	★	★	★	★	★	★	★	★	★	★
Assist in the procurement process	★	★	★	★	★	★	★	★	★	★	★	★
Provide financial advice to NAFICOT	★	★	★	★	★	★	★	★	★	★	★	★
Assist in economic analysis on NAFICOT business initiatives	★	★	★	★	★	★	★	★	★	★	★	★
Assist the management on cross-cutting issues such CC	★	★		★	★	★	★	★	★	★	★	★

3.1.4 IT Manager

The year 2020 will see the continuing IT management and improvement of the office network system through the office Management Information System (MIS) and Database to ensure enhanced delivery of the TFD functions to support the office online website and the domain that hosts the tuvalufisheries.tv email. It also includes the monitoring of the Solar system, management of all office hardware and software equipment, installation and mounting of security cameras, security locks, and office electrical equipment's procurement and maintenance. The IT manager will attend a 2 weeks training In March at the FFA follow up by the Regional Information Management System (RIMS) workshop.

Table 1.3: Activity timetable for the IT Manager in 2020

IT Manager	2020 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
Monitor and manage the network and domain	★	★	★		★	★	★	★	★	★	★	★
Contact ISP's regarding upgrades on Internet plans			★									
Upgrade, activate and maintain workstations		★			★		★		★		★	
Conduct electrical safety checks on computer equipment					★					★		
Train and assist staff with computer skills and problems.	★		★		★		★	★		★	★	
Troubleshoot hardware or software faults and replace defective parts when necessary.	★				★			★			★	
Install and monitor security systems			★		★	★	★	★	★	★	★	★
Procure, install and configure new office equipment's and software (Projector, PHP runner, license)			★									
Attend IT training and workshop for RIMS at FFA			★									
Install and setup backup link to main GOV building			★		★							
Manage and backup the TFD MIS and databases	★	★	★		★	★	★	★	★	★	★	★

3.1.5 PR Officer/Librarian

The Tuvalu Fisheries Library and Public Relation function is to strengthen and maintain TFD communication and public awareness, to manage the TFD website, and to provide accessible and engaging library collections, resources through the e-library (MIS) and to offer best practice services.

Table 1.4: Activity timetable for the PR Officer/Librarian in 2020

PR Officer/Librarian	2020 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
Conduct Radio and dot tv awareness programs	★	★	★	★	★	★	★	★	★	★	★	★
Support press release	★	★	★	★	★	★	★	★	★	★	★	★
Update and promote the TFD website	★	★	★	★	★	★	★	★	★	★	★	★
Produced and translate (English to local language) fisheries informative brochures, leaflets, flyers, posters and short animated videos	★			★				★		★		
Prepare advertisement, promotional material and press releases	★	★	★	★	★	★	★	★	★	★	★	★
Printing of TFD AWP and AR	★	★	★	★	★	★	★	★	★	★	★	★
Collect information's from local fishermen (documentary purposes)			★		★			★	★			
Maintain and manage the e-library and physical collections	★	★	★	★	★	★	★	★	★	★	★	★

3.1.6 Maintenance Technician

The TFD maintenance officer's and technician's work plan will maintain regular work in the office in the areas of electrical works, carpentry, plumbing, and air conditioning. Following the milestones achievement of the installation and deployment of a solar power system in 2019, there will be a new priority of servicing and maintaining this system in 2020.

Table 1.5: Activity timetable for the Maintenance Technician in 2020

Maintenance Technician	2020 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
Pressure Test, Vacuum, Troubleshooting, Servicing, and Refrigerant Installation for 24 units both indoor and outdoor.	★	★	★	★	★	★	★	★	★	★	★	★
Fixing/servicing any electrical faults and breakdowns; carpentry and building maintenance	★	★	★	★	★	★	★	★	★	★	★	★
Fixing any plumbing works(Water Supply)	★	★	★	★	★	★	★	★	★	★	★	★
Solar Servicing	★	★	★	★	★	★	★	★	★	★	★	★

3.1.7 Asset Officer/Storekeeper

The Fisheries Department possesses and operates an extensive span of assets of significant value which are used on land and at sea by fisheries staff, contracted workers and persons not employed by the department. It is vital for the fisheries storekeeper to adequately manage and monitor all operations within and outside the department to ensure the genuine supervision and preservation of all fisheries assets. The fisheries department will continue to review and publish its asset management policy and physical management plan to improve the management and maintenance of all fisheries assets. A training attachment is planned during the period.

Table 1.6: Activity timetable for the Asset Officer/Storekeeper

Asset Officer/Storekeeper	2020 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
Maintain the asset database updated	★	★	★	★	★	★	★	★	★	★	★	★
Ensure the stocktaking of all assets is carry out on regular basis			★			★			★			★
Checking of all assets upon receiving	★	★	★	★	★	★	★	★	★	★	★	★
Record and report of damaged and missing assets	★	★	★	★	★	★	★	★	★	★	★	★
Maintain receipts of withdrawal and return of assets	★	★	★	★	★	★	★	★	★	★	★	★
Inspection of all assets				★				★				★
Advise and update the deputy director				★				★				★
Develop and asset management policy	★	★	★									
Develop a physical asset management plan	★	★	★	★	★	★	★	★	★	★		
Capacity building on asset management and maintenance						★	★	★	★	★	★	

The Fisheries Adviser's work plan is attached as **Appendix 1** to this TFD work plan 2020.

3.2 Oceanic Fisheries Division

The Oceanic division serves two key functions: Managing fishing access, through licensing of foreign tuna fishing vessels and collection of data on their operations; and the Policing of our fisheries waters (EEZ) to prevent and deter unlicensed fishing and ensure compliance by licensed vessels with the terms and conditions of their fishing licenses.

The division comprises of two sub-divisions: 1) Licensing and Information, and 2) Monitoring, Control and Surveillance (MCS). As the name implies, the former deals with issuance of fishing license whereas the

latter being responsible for the policing of our waters against illegal, unregulated and unreported fisheries activities. In 2020 the Division will transition to a new structure with four work groups: Licensing (including data management); Enforcement and Compliance; VMS and VDS management; and the Observer Programme. The titles of these groups, each headed by a senior fisheries officer, are self-explanatory.

In line with the first & second objectives of the Fisheries Department's New Corporate Plan 2020-2023, the division will focus its work programme on following activities:

- ✿ Enhancing MCS of foreign fishing vessels' (FFV) activities in Tuvalu's Fishery waters;
- ✿ Licensing of PS, LL, P&L, Carriers and Bunkers;
- ✿ Improving the management of the Vessel Day Scheme (VDS);
- ✿ Implementing the PNA LL Vessel Day Scheme (LL VDS);
- ✿ Continue to make improvements to the Observer program;
- ✿ Implementing e-reporting by Observers;
- ✿ Collecting and disseminating tuna data to SPC and WCPFC;
- ✿ Fulfilling Tuvalu's obligations under relevant international and regional fisheries treaties to which Tuvalu is a party;
- ✿ Strengthening human resources through attending internal and external capacity building training courses to enhance staff's capacity;
- ✿ Providing technical training and awareness programme to all stakeholders involved in MCS work.

Illegal, unreported and unregulated fishing (IUU) continues to exist in the Pacific Ocean. A recent study suggests that IUU is driven largely by licensed vessels and relates to misreporting, non-reporting and under reporting. Hence the focus will be on improving compliance amongst all licensed vessels, while still deterring illegal fishing the EEZ.

Enforcement and Compliance activities require close collaboration with the Maritime Wing of the Tuvalu Police Department, the Attorney-General's Office and other government agencies involved in maritime law enforcement. With the new Guardian-Class Patrol Boat from Australia's Defence Program and with the FFA aerial surveillance program, together with the donor funding at our disposal, there is an opportunity to increase coverage of surface patrol operations in the EEZ to deter IUU activities.

The Tuvalu National Observer Programme currently has about eighty observers which is considered the optimal size. There has been a growing demand for Tuvaluan observers in recent times, thus the challenge is to maintain this positive trend. With the large number of observers, a Technical Advisor is strongly desired to provide advice and suggestions to the observer coordinator in managing the observer program effectively. The recruitment process has been completed and the TA is expected to come on board early in 2020.

One of the key priority activities for the Oceanic Fisheries Division is the hosting of the PNA Observer Agency Workshop and the Regional Observer Coordinator Workshop (ROCW) 2020 in early February. Several other activities, including participation in regional Surveillance operations, support to regional aerial surveillance operations and over-flights, and engagement in ship-rider programmes operated by QUAD (US, NZ, AUS & FR) Navy or Coastguard vessels will be carried out opportunistically but cannot be included in the work programme as dates are unknown at this stage.

Moreover, most of the MCS Division's activities are ongoing or routine, such as observer deployment, observer data scanning, boarding and inspection of transshipment vessels, transshipment reconciling, VMS monitoring, VDS monitoring etc. However, a number of milestone tasks for 2020 are identified below.

Table 2: Activity timetable for the Oceanic Section in 2020

Oceanic Section	2020 milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
VMS monitoring daily	★	★	★	★	★	★	★	★	★	★	★	★
Surface Patrol			★		★			★			★	
Aerial Surveillance Operations			★		★				★			
Managing VDS on FIMS (allocate/verify/trading)	★	★	★	★	★	★	★	★	★	★	★	★
Vessel sighting Awareness (Outer islands)				★				★				★
Pacific Maritime Security Workshop		★										
MTU auditing & inspection of TV flag vessel											★	
MCSWG meeting			★	★								
TA recruitment - MCS options for Territorial waters										★		
Recruitment of a new TA for Observer Program	★											
MSC observer training							★				★	
Hosting the PNA Observer Coordinator annual meeting		★										
Observer refresher training course										★		
Renewal of STCW certificate (Sea-Safety)					★					★		
Hosting the ROCW Observer Coordinator annual Meeting		★										
Observer e-reporting training						★						
Observer Monitoring and MSC transshipment	★	★	★	★	★	★	★	★	★	★	★	★
Procurement of electronic Scales for transshipment monitoring in-port	★	★	★									
Daily monitoring of transshipment and other activities in-port	★	★	★	★	★	★	★	★	★	★	★	★
Develop SOPs for NPOA IUU					★							
Develop MOU for NPOA IUU					★							
Completing WCPFC Part 2 (Compliance) report	★	★	★	★	★							
Online case files on WCPFC secure website	★	★	★	★	★	★	★	★	★	★	★	★
Regional Fisheries Prosecution course		★										
PNA Official Annual meeting				★								
FFC Official Annual Meeting					★							
Technical VDS/FIMS training			★									
Regional Catch Documentation Scheme Workshop		★										
Wollongong Professional Fisheries short-courses					★	★						
High Seas Boarding and Inspection training			★			★						
WCPFC Technical Compliance Committee (TCC) meeting									★	★		
WCPFC Tuna Commission annual meeting												★
ER and EM Workshop				★								
Reviewing AA	★	★	★									
Part 1 Report						★	★					
Harvest Strategy Workshop		★										
Developing SOP for data Management					★							

3.3 Coastal Fisheries Division

All of the Tuvaluan population is coastal and highly reliant on inshore fisheries for their subsistence and local economic needs. Coastal fisheries are grossly undervalued in national accounting and development

planning. Decades of poor or neglected management means that many coastal fisheries are fully exploited. Boom and bust exploitation has nearly collapsed the reproductive stocks of a number of marine species and altered food web relationships, affecting ecosystem productivity and food security.

The *key mandate* of the Coastal Fisheries Division is to ensure the sustainability of inshore resources for present and future generations of Tuvalu. All activities have been aligned to achievement the KPIs (Key Performance Indicators) under the Tuvalu National Sustainable Strategy (Te Kakenga III) and also the TFD Corporate Plan (2020-2022).

Key *activities* of the division for 2020 will focus around priority activities of the three key sub-units of the division which comprise of;

Funafuti: Because of its high population concentration and relatively high degree of urbanisation, the fisheries management needs and issues in Funafuti are somewhat different than those of the outer islands. This is why it is important for some efforts to concentrate on ensuring the sustainability of inshore resources on Funafuti to accommodate food security issues and support livelihoods of the local population. For 2020, most of activities for Funafuti will be including those mandatory activities under the Funafuti Reef Fisheries Stewardship Plan (FRFSP). The FRFSP also creates an ideal arrangement for more cooperation between Funafuti Kaupule, FOFA (Fishers On Funafuti Association) and TFD through activities under the four key strategies for the FRFSP which are;

Strengthening of the FCA: Empowering of the management of the Funafuti Conservation Area (FCA) so that its potential benefits become a reality - protecting spawning adults, allowing juveniles to grow and promoting spill over of fishes into parts of the lagoon - increasing resilience of the fisheries on Funafuti atoll. This will be achieved through the enhancement of a package of effective smart measures to improve the whole management of the FCA. Development of stronger cooperation arrangement in supporting Funafuti Kaupule will be the primary key to achieve these measures benefitting stronger cooperation in future. Staff will be primarily involved in implementing regular patrols to enforce Monitoring Control Surveillance (MCS) activities in the area, conduct Kaupule office staff capacity building training, regular quarterly review meetings with key stakeholders, further revision of relevant legislation to support enforcement and management, produce public awareness radio programs to support the FCA and conducting further in-water assessments on the status of the resources inside the FCA.

Set Size limits: Limiting the size of fishes that can be taken by fishing to ensure that every fish can breed at least once in all other parts of Funafuti atoll. More study will be conducted to help provide more evidence based information results from scientific assessment fish size at maturity.

More pelagic resources use: Targeting pelagic and offshore fisheries more to reduce some of the pressure on reef fishes. It is envisaged that this strategy will be implemented through a package that will promote these measures. These are: increasing more inshore FADs (Fish Aggregation Devices); increase number of sea safety training and grab bags for our fishermen; improve boats for more efficient fishing offshore to reduce cost of fuel and time accessing pelagic resources more reliably and safely. This will also be accompanied with a trial of different fishing methods such as vertical deep bottom long line fishing, flying fish fishing and others which not only assist in off-setting fishing efforts off the reef but also increase productivity for fishermen on Funafuti. There will be also some work involved on implementing the OFDP (Offshore Fisheries Development Project) as part of this strategy 3 which is

implemented under the Operational and Development Division on investigating opportunities to introduce larger more seaworthy fishing boats into Tuvalu to increase the potential benefit of pelagic resources.

Getting everyone on-board: This involves improving information, involvement by the community and state of the ecosystems on which the fisheries depend. There will be some consultation with all island communities on Funafuti to ensure that everyone is involved and supports this plan.

Outer Islands: More routine visits will continue to the outer island through the implementation of metronome trips to the outer islands to provide support to implement activities under the signed MOU for cooperation with each island Kaupule. The visits are to strengthen cooperation between the TFD and Kaupule/Falekaupule and Fishers on each outer island which also result in the development of community based fisheries management plans for each island. Further efforts will continue in 2020 to assist each island Kaupule to implement these fisheries management plans. Visits will be conducted quarterly to all islands to check on status of our IDCs (Island Data Collectors) on each island. The Metronome trips will also be an opportunity for IDCs refresher training, aiming to assess the progress of our data collection program on all islands. Special efforts will also focus on implementing assistance to some islands to initiate community based small scale aquaculture trials.

Resources assessment and monitoring: Staff will be dedicated to execute priority resources assessment and on-going monitoring of fisheries resources and related issues. These includes on-going Creel surveys on islands, Fish export, Water Quality assessment, Ciguatera Fish Poisoning, canoe/boat survey, fish stock assessment and socio-economic assessments. Some of these assessments have been incorporated as part of the metronome program which will be implemented on islands. There will be two new studies that will be introduced for the first time in Tuvalu in 2020. These studies assist to expand our scope in gathering more information on ensuring proper management and use of inshore fishery resources of Funafuti. These are the (i) fish maturity size study which will involve looking at determining the size limit for all key commercial reef fish species and the second study (ii) is the spawning aggregation study which will focus on exploring fish aggregation sites on Funafuti. Both studies will help provide more scientific evidence to determine the size limitation on length of target commercial fish species and also identify potential important spawning sites which may require special management measures to support resilience of our inshore fishery on Funafuti. SPC will also assist us to develop our national sea cucumber management plan.

Table 3: Activity timetable for the Coastal section in 2020

Coastal Section	2019 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
Creel Surveys Funafuti	★	★	★	★	★	★	★	★	★	★	★	★
Artisanal Tuna Surveys Funafuti	★	★	★	★	★	★	★	★	★	★	★	★
Creel Outer Island (OIDCs)	★	★	★	★	★	★	★	★	★	★	★	★
Artisanal creel Outer Island (OIDCs)	★	★	★	★	★	★	★	★	★	★	★	★
Creel data entry	★	★	★	★	★	★	★	★	★	★	★	★
Creel Reports/Fisheries Profiles											★	
Outer Island quarterly visit	★			★			★			★		
Fish exports	★	★	★	★	★	★	★	★	★	★	★	★
Water quality Funafuti		★				★						
Ciguatera sampling			★			★			★			★

Coastal Section	2019 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
Ciguatera cases	★	★	★	★	★	★	★	★	★	★	★	★
Spawning aggregation site study (OI)			★			★		★		★		
R2R Project			★			★		★		★		
Regulations/community based fisheries management plans (During metro)			★			★		★		★		
LMMA work OI			★			★		★		★		
FCA support	★	★	★	★	★	★	★	★	★	★	★	★
Length at maturity/Recommended size limits (Funafuti)				★					★			
Development of National Sea Cucumber management Plan		★								★		
FRFSP Activity report (Including from Kaupule, FOFA)											★	
Patrols FCA (random) patrol and drone	★	★	★	★	★	★	★	★	★	★	★	★
FADs (Lagoons, Inshore)		★	★			★		★	★	★		
Mariculture advice and assistance OI			★			★		★		★		
Hatchery FUN			★	★	★	★	★	★	★	★	★	★
Awareness, school curricula, radio, video, community, FOFA		★	★	★		★	★	★		★	★	
Database, analysis, GIS, maps, mariculture, GPS etc (In-country & overseas)		★			★						★	
RTMCF, HOF, etc		★									★	
Metronome trips			★	★	★	★	★	★	★	★		
Database development Tails+	★	★	★	★	★	★	★	★	★	★	★	★
Work with IFA Consultant		★	★		★	★	★					
Administrative tasks	★	★	★	★	★	★	★	★	★	★	★	★

3.4 Operations and Development Division

Introduction

Fisheries remains an important source of food, income and cultural identity for the people of Tuvalu. While the majority of fish consumed locally comes from coastal fisheries, production has decreased significantly in the last decade despite indications in our island communities of increasing fishing pressure. This suggests that the marine resources that support coastal fisheries in our communities are fully or over-exploited. This situation is likely further exacerbated by the impacts of climate change in coastal areas.

In order to maintain current levels of consumption of fisheries marine resources, TFD will need to develop improved fisheries management of near-shore resources as well as utilize adaptive responses that assist with the reduction in pressure and threats to marine resources. Thus, greater efforts are required to promote the contribution of small-scale fisheries to food security and nutrition at the same time as enhancing the socio-ecological resilience of our island fishing communities.

Objective

“Supporting sustainable development of small-scale fisheries for livelihoods, food security and healthier diets”

Major Tasks

The Operation and Development section is responsible for a range of activities which are divided into 4 main tasks, which includes:

- Livelihoods
- FAD Program
- Safety at sea program
- Vessel operation

Task One: Livelihoods

Revenue generating activities (RGAs) related to near-shore fishing are promoted and piloted in the target sites, including for youth and women. The following activities are to be carried out under this component;

1. Training on fish processing, fish handling and production of smoke fish, tuna jerky and bottling
2. Develop a packaging and marketing strategy for domestic / export sales of new products in or from Tuvalu
3. Study on post-harvest products from tuna/pelagic and undertake trials to assess economic viability in Tuvalu.

Task Two: FAD program

Awareness raising will be conducted to disseminate information on benefits of FADs and new fishing techniques (to be done together with the safety at sea programming). FADs will be deployed based on the adopted selection design and method in select areas to pilot new community FAD programmes. Training on FAD fishing will be given to trainers in the fisheries administration and fisher associations (training of trainers) and as well as directly to fishers. Partnerships between experts in FAD design and deployment within Fisheries sector and Fisher's Associations will be supported with a focus on new fishing techniques, the maintenance of FADs and on other related aspects such as safety at sea and fish handling. Technical assistance will be procured to promote innovative local governance arrangements (FAD management plan and FAD MoU) to help fishers use and maintain the FAD adequately, safely and sustainably. O&D envisioned that all FADs construction in the future will be carried out by fishermen, but O&D will assist in the deployment. The following activities are to be carried out under this component;

1. Rig and Deploy 9 FADs (including the >5n.mi offshore FAD in Funafuti), one on each island except Niulakita.
2. Maintenance and Repair of existing FADs
3. Training on FAD Fishing Technology
4. Develop Anchored FAD management plan
5. Signing of Revised FAD MoU

Task Three: Enhanced Safety at sea program

Assistance will design to improve training programmes on safety at sea, prevention of accidents and search and rescue (SAR). Trainings will be practical and include testing in real conditions with appropriate equipment including training of trainers through partners and regional institutions. Large-scale awareness raising will be promoted to reach out to fishers and their communities (including women and youth), so that fishers are better equipped and trained to prevent or handle any incident at sea during fishing operation. Activities under this component are as follows;

1. Procure and distribute more Grab Bags to outer islands
2. Training on how to utilize Grab bag items – at least one training on each island
3. Training in maintenance and repair on Out board motor – all islands
4. Checked and Maintained grab bag items yearly (Metronome trips)
5. Procure and Install VHF repeater for Funafuti

Task Four: Vessel Operation

TFD is operating 2 vessels (RV Manau and RV Tala Moana). Maintenance of both vessels continues to be a priority activity given their old age. The fact is both vessels has reached the stage where continuous repairs and maintenance has become the norm. Therefore, keeping both vessels operational and sea worthy is a big task for our section. A project to replace RV Manau is now in progress with the support of JICA.

Despite both vessels' old age and frequent breakdowns, both vessels will continue to provide services to both the Government and the people of Tuvalu. Thus, O&D will ensure both vessels operate in a safe condition and meets the Maritime standards. However, O&D will undertake the following activities to ensure both vessels provides the best and safer service to the Government and the Public;

1. Execute 20 charters per vessel
2. Generate revenues to meet operational cost for Tala Moana.
3. Regular maintenance on both vessels
4. Liaise with JICA on new Manau status

Table 4: Activity table for the Operations and Development Section in 2020

Operations & Development Section	2020 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
Baseline study on Post-Harvest product and Assess economic viability			★	★	★							
Training on Productions of Smoke Fish, Tuna Jerky and Bottling		★			★			★				
Rig and deploy FAD (9 FADs including >5n.mi offshore FAD)		★			★			★				
Maintenance and repair existing FADs		★			★			★				
Arranging for FAD fishing specialist to come to Tuvalu		★										
Procure FAD fishing gears for training	★	★	★	★								
Distributions fishing gears for Training					★			★				
FAD fishing baseline study									★	★		
FAD fishing trials/training undertake											★	★
FAD management plan development			★	★	★	★	★					

Operations & Development Section					2020 Milestones							
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
FAD awareness raising	★	★	★	★	★	★	★	★	★	★	★	★
Radio awareness raising	★	★	★	★	★	★	★	★	★	★	★	★
Grab bags inspections mission		★			★			★				
Procurement of additional grab bags	★	★	★	★								
Bags dissemination and sea safety training for new recipients					★			★			★	
Procure VHF repeater materials	★	★	★	★								
Secure and arrange for TA to install VHF repeater					★							
VHF repeater installation on Funafuti (Fualopa)						★	★					
Prepare and upload boat schedule to MIS and Tala Moana calendar	★	★	★	★	★	★	★	★	★	★	★	★
Regular maintenance	★	★	★	★	★	★	★	★	★	★	★	★
Liaising with JICA on new Manau status		★									★	

4 Monitoring and Reporting

Monitoring of Work Programme implementation and delivery will primarily be through the monthly meetings of the SMC. In addition, mid-year reports will be produced by the TFD, both for internal purposes and to respond to the requirements of the Government of Tuvalu (Planning Department, Ministry of Finance and Economic Development) as well as NZ MFAT, World Bank and UNDP/ GEF, the Department's major external development partners. The Department will also continue to produce Annual Reports for submission to, and approval, by Cabinet before tabling in Parliament.

Appendix 1 – Fisheries Adviser

The Tuvalu Fisheries Adviser's role is defined in his contract as to:

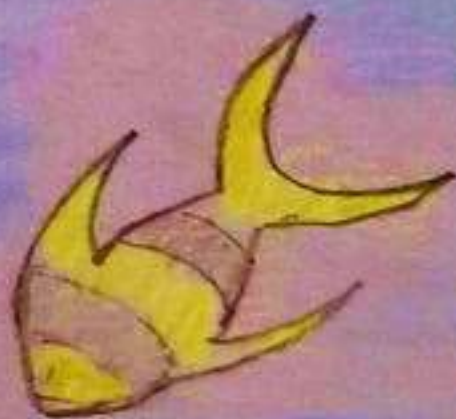
- Build and mentor fisheries management capacity in Tuvalu fisheries department to improve outputs;
- Support Tuvalu fisheries department to maximise opportunities and benefits from sustainably managed fisheries; and
- Provide technical assistance in fisheries policy, management and compliance.

He also arranges other technical assistance, particularly where this is funded by New Zealand, and provide management support more generally of the NZ funded Tuvalu Fisheries Support Programme (TFSP). A number of activities are in now progress under the TFSP but commitment of funding for new activities has now stopped. A priority for 2020 will be to secure approval for a second phase of this project, TFSP 2, working with a design consultant to be appointed by MFAT. His main areas of activity and advice are: Capacity Building; Staffing and Finance; Project Activities; Management of access arrangements; the Crewing Initiative; NAFICOT and Joint Ventures; Fish Supply and Marketing; and support in International meetings

Table 5: Activity table for Fisheries Adviser in 2020

Fisheries Adviser	2020 Milestones											
Activity/Task ↓ Month →	J	F	M	A	M	J	J	A	S	O	N	D
Participate in SMT meetings	★	★	★	★	★	★	★	★	★	★	★	★
Advice and support to Minister	★	★	★	★	★	★	★	★	★	★	★	★
Support Coastal Adviser visits		★	★	★	★	★						
Support IT consultant visits		★	★									
Review staffing for 2021								★		★	★	
Management training							★					
Short overseas attachments									★		★	
TOR for PROP consultancies	★											
Develop TFSP2 design document	★	★										
TFSP2 Reporting – 1 st workplan					★							
Start to do TFSP2 activities						★	★	★	★	★	★	★
Assist improvements to AA texts	★	★										
Process for sale of days		★	★									
Advise on access negotiations									★			
Work with NAFICOT to place crew			★	★								
Work with agents on crewing			★	★								
Support LL training course	★	★	★									
Confirm request to FFA for TA		★										
Follow up on Taumoana	★											
Finalise agreements with DW	★											
Analysis of fishing economics					★							
Plan for processing of by-catch											★	
Support for FOFA and Outer Island							★			★		
Arrangement to build 12 m vessel								★	★	★	★	★
Pre-meeting briefings of staff		★			★			★	★		★	
Participation in Regional meetings			★			★				★		★
Reports detailing additional activities			★			★			★			★

Fish for Life



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