

# BI-ANNUAL WORK PLAN 2024

TUVALU FISHERIES  
DEPARTMENT



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# Bi-Annual Work Plan 2024



**Fisheries Department**  
Ministry of Fisheries and Trade  
Government of Tuvalu



*Funafuti, Tuvalu*  
*January 2024*

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# 1. Background

## 1.1. Introduction

The 2024 work plan has been revised to align with the new financial year which is now starting from July 01st and ending on June 30<sup>th</sup> every year. Therefore, to adhere to the new financial year, the budget for 2024 was prepared and approved to cater for the first six months from 01 January to 30<sup>th</sup> of June. Given this sudden change, the department has produced a half-year work plan, i.e. six months work programme in parallel with the new financial year.

2024 will be a special year considering the transition from the Tuvalu Fisheries Department to a Fisheries Authority. As background, in May 2023 the Cabinet approved the Department's proposal to transform into a statutory authority and hence the Fisheries Authority Bill was passed during the parliament session in November 2023. To implement this transition, many preparations will be carried out in 2024 to early 2025 which will include the new contracts, services, terms and conditions of all staff, the selection of a new Board of Directors, preparation of the 2025/26 Budget for the Authority and the selection of a new Managing Director position.

This will be the tenth (10<sup>th</sup>) work plan prepared since the first organizational review in 2013 and the second to the new corporate plan (2023-2025). The 10<sup>th</sup> work plan outlines the priorities and activities for the first six months of 2024. This plan is only providing as a guide and there may be some outputs that will not be achieved during this year.

In addition, by January 2024, a new government will form and there is a possibility that new priorities will emerge. Therefore, this plan needs to be flexible to cater for any changes as they may arise.

## 1.2. Vision

The guiding vision of the Department is taken from *Te Kete* and can be stated as:

- ※ *Sustainable small-scale fisheries operations pertinent to income generation, food security and healthier diets are maintained and strengthened nationwide;*
- ※ *Revenue generated from our ocean fisheries is optimized;*

The social and economic health of the Tuvalu population depends upon the health of its inshore and oceanic fisheries, which can be managed by Tuvalu. The health of oceanic fisheries cannot be managed by Tuvalu alone but requires regional and sub-regional cooperation.

## 1.3. Mission

The Department's mission is:

- ※ *To increase the contribution of Fisheries to socio-economic development and quality of life.*

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 national revenues and sustainable employment opportunities. The Department will also support Kaupule/Falekaupule to manage inshore fisheries to support livelihoods and provide local food security.

## 1.4. Objectives

The primary objectives of the Department, as stated in the TFD Corporate Plan are as follows:

- i. Develop a sustainable commercial fishery optimizing returns from our own waters;
- ii. Foster sustainable management of oceanic fisheries resources
- iii. Improved management of coastal fisheries for sustainable inshore resources
- iv. Execute a consistent data collection and analysis facility to ensure best decisions are made throughout;
- v. Increase value of access fishing licenses in Tuvalu waters;

- vi. Development of systems, staff capacity and facilities for a Tuvalu Fisheries Authority;
- vii. Promoting public awareness and education on fisheries issues;

Some of these objectives are supported by ongoing activities of the Department; others require new initiatives.

### 1.5. Organisation

The TFD updated organizational structure (Fig.1), was revised and updated to reflect the new and upgraded positions within the department.

The department comprises of four sections, which consists of:

- ✘ The Administration Section, comprising the Director and Deputy Director, several professionals with cross-cutting responsibilities (Legal Officer, Economist, Public Relations Officer, Information and Technology), the Asset Officer and Maintenance Technician, and administration staff. The group is responsible, among other things, for recommending fishery policy initiatives, negotiating fishery access arrangements, establishment of joint ventures, management of development projects and human resources plan and management of the department.
- ✘ The Oceanic Fisheries Section is responsible for industrial fishery vessel licensing, sale of fishery access rights, compliance with Tuvalu's obligations under international fishery treaties and conventions, and monitoring, control and surveillance of fishing activities within the exclusive economic zone.
- ✘ The Coastal Fisheries Section is responsible for inshore fishery resource assessment, monitoring, and providing support to kaupule, fishers associations and other stakeholders in the management of coastal fishery resources and the marine environment, both in Funafuti and the Outer Islands.
- ✘ The Operation and Development comprising of the Principal Fisheries Officer, Senior Fisheries Officer for Training and Development, Fisheries Officer for Operations and Development, Assistant Fisheries Officer, Fisheries Officer – Aquaculture Development, fourteen crews for both vessels (*FV The Manau'i and Manau'i II*). This section is responsible for the running of the TFD vessels, fads programs, promoting of sea safety and provide training to fishermen and local communities on different fishing techniques and fish processing.

Several new activity streams are expected to develop next years if the work force plan is approved by the Human Resource Management Unit of the Government. Once these new positions are endorsed, it will be allocated in the appropriate sections of the TFD.

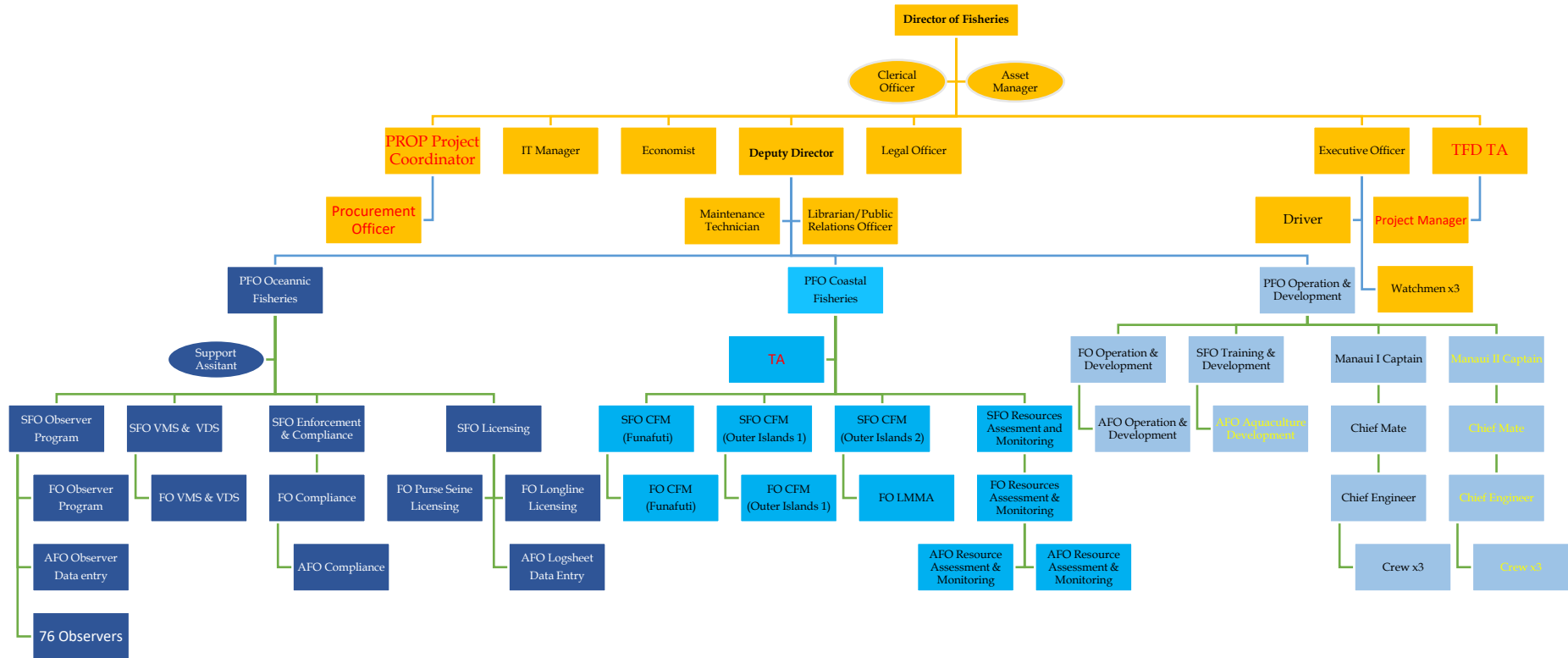


Figure 1: TFD updated organizational structure (Contract staffs in yellow font and external funded Staffs in red font)

## 2. Fisheries Department Resources

### 2.1. Staffing

The Department now comprises of 53 permanent staff: 15 (including 2 executive officers, a clerk, and three watchmen) in the Administration group, 13 in the Operation and Development Section, 11 in the Coastal Section, and 14 in the Oceanic Section.

The department has quite a number of recruited staffs on contract basis. These includes more than 70 Fisheries Observers who are engaged to work on foreign fishing vessels, 7 crew for the *Manau I*, 7 Community Fisheries Officers, and 8 Data Collectors.

In addition, the department has two advisers which are funded under the NZ Tuvalu Fisheries Support Programme Phase II, and the Project Manager for the Project. The World Bank-funded Pacific Regional Oceanscape Programme Phase II has three staff working for the project – which include the Project Coordinator, Project Accountant and Project Officer.

The department, again, proposed six new positions through the annual work force plan that was submitted to the Human Resources Management Unit of the Government for consideration. The department anticipate to have the recruitment process of these new positions in the first quarter of the year.

Several positions are vacant this year due to staff turnover and this is one of the challenges that the Department is facing over the years. The Department is aiming to fill these vacant positions in the first quarter of the year.

### 2.2. Assets and facilities

The TFD has a number of assets and facilities which consists of the office new building, which house almost all Fisheries permanent staff, contract and casual staffs. The workshop building was renovated last year and has two office space for the vessels crew and Mechanical staffs.

The Department runs two vessels, the *FV Manau I* and *FV Manau II*. The *FV Manau II* is a new vessel donated by the Government of Japan in 2021 but consistently had breakdowns due to unexpected damage or faults with the wiring and batteries.

The office building consists of work tables with compartments connected on the desks, computers, side cabinets and lockers, shelves, tv screens for surveillance purposes, projectors, and many more assets needed by the Department. It has several boats and outboard motors for their field work, and stock of materials for Fisheries Aggregation Devices (FADs) and safety gears for fishermen.

Last year, the Government of Tuvalu with the Government of the Republic of Korea signed a new project for community fisheries facilities in which the Government of the Republic of Korea agreed to fund and build a fisheries center, a boat shed and a jetty for the Tuvalu Fisheries.

### 2.3. Budget

The contribution from fisheries licensing, access fees and investments to the Government revenues has significantly increased over the years. The revenues from oceanic fisheries projected to reach \$44 million, AUD, this year. Despite the significant contribution to the country's revenue, the department continues to receive a small percentage of financial allocation for their annual operation. Therefore, it is only with the assistance of the external partners that the Department is able to implement and fulfil almost 100% of its activities and objectives outlined for each year work plan.

The TFD recurrent allocation for the first six months of 2024 was approved as part of the national budget process that took place in November 2023. Under the approved budget, the Department's

allocation is \$829,230, of which \$595,543 (72%) is staff costs. The balance of \$233,687 will contribute to the Department's operating costs.

In addition, the Department continues to receive additional funding support from several major development partners:

- ✘ The World Bank (WB) Pacific Regional Oceanscape Programme (PROP), was designed to provide a total of US \$7,910,000 over a 6-year period that commenced in September 2014. A 23 month no-cost extension of this project was agreed in 2020, and project activities continued up to August 2022. The proposal for a second phase of the project – PROPER – was finally submitted to the WB for funding under the IDA20 in mid 2022, and should be operational by early 2024. This project has a budget of US\$13 million, mainly financed from WB regional funds.
- ✘ The New Zealand-funded Tuvalu Fishery Support Programme phase 2 (TFSP2) started in January 2021 and provides NZ\$4.3 million over 5 years plus further technical assistance (the Fisheries Adviser and Inshore Fisheries Adviser). The project supported a range of activities in 2022 to support implementation of TFD's Corporate Plan.
- ✘ A new proposal was developed with the Korean Overseas Fisheries Cooperation Centre, KOFCC, for fisheries infrastructure. This US\$5 million project was agreed in late 2022, and will fund the construction of a fisheries training centre, boatshed and store, a fisheries jetty and solar power systems for NAFICOT and FOFA fish markets. Construction will be over three years 2024-2026.
- ✘ The Overseas Fisheries Cooperation Foundation continues to provide equipment and supplies in support of TFD programmes and to maintain assets, including technical assistance.
- ✘ These programmes support a wide range of activities by the Fisheries Department and all these activities are fully integrated into the Department's work plan, under which most activities are funded by a combination of donor and recurrent budget allocations.

### 3. 2024 Annual Work Plan

#### 3.1. Administration Fisheries Activities

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 (DWFNs), 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 the Ministry of Finance (MoF);
- ✘ 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;
- ✘ Representing the Tuvalu on high-level discussions and negotiations on fisheries; and



- ⊗ Administering and maintaining records of departmental expenditures, travel, training and personnel matters.
- ⊗ Ongoing maintenance and repairing of TFD facilities and assets to ensure all are in good conditions.

The Administration Unit directs and supports activities across the 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, Operations & Development Division, and the Coastal Division) and its activities cut across the Departments' annual work plan. There will be special focus on identifying staff training needs and development programs to enhance staff work performance and work ethics.

One of the major milestones in 2024 is the transitioning into the Authority. The implementation of this transition includes the preparation of staff contract and condition of service, selection of the Board of Directors, preparation of the 2025/26 Budget for the Authority and the selection of the new Managing Director position.

The department will continue to carry out more studies on the potential economic impacts of climate change on the fisheries sector. An economic analysis will be carried out to assess the economic impacts of the current policies and regulations and how they affect fishing activities, market dynamics and economic outcomes. The team will work closely with relevant sections to ensure these activities are carried out within the first half of the year.

The importance of information sharing and awareness programs are significant for the work effectiveness and efficiency of the Fisheries. For 2024, more work will focus on the development of a comprehensive comms strategy for the promotion of fisheries awareness, improving of the management of the library to ease access to resources. Routine work will continue such as maintaining and updating the library with the latest research, reports, and publications. Promoting multimedia content through various online platforms and social media channels.

The Administration section IT officer is overseeing the management of the ICT Infrastructure and ensuring the department is well accommodated with internet and domain services provided thus to achieve all objectives. Ongoing activities such as monitoring of different IT systems, managing of office hardware and software equipment, IT hardware/equipment's procurement and participating in with any relevant Fisheries Information system training/workshop.

The Fisheries Economist looks at conducting researches that are of relevance to the Fisheries Sector and provide equitable and data-based results for policy formulations and overall administration of the department.

Many of the Administration group's activities are ongoing or routine, such as organising periodic staff meetings, personnel recruitment, staff appraisals, reporting, maintaining all Fisheries assets and facilities, raising awareness on fisheries issues and law, etc. However, a number of milestone tasks for 2024 are identified in Table 1 below.

Table 1: Administration group milestones/Activities

Administration Group							
Activity/Task	Responsible	Jan	Feb	Mar	Apr	May	Jun
Harmonise Fisheries legislation and bye-laws	FLO	x					
2024-25 AWP and Budget Production	DDoF	x	x	x			
Conduct dock side boarding training	FLO	x	x				
Work with Kaupules on fisheries related bye laws and policies	FLO	x		x			
Conduct electrical safety checks on computer equipment	FIT	x				x	
Troubleshoot hardware or software faults	FIT	x				x	
SMC and TFD All Staff Monthly Meetings	DDoF	x	x	x	x	x	x
Fisheries Economic Analysis	FE						
Preparation of the establishment of the Fisheries Authority	DoF	x	x	x	x	x	x
Library Management	LPRO	x	x	x	x	x	x
Promoting fisheries awareness	LPRO	x	x	x	x	x	x
Multimedia Production	LPRO	x	x	x	x	x	x
Support project management/implementation	TA	x	x	x	x	x	x
Assist with legal issues around new re-flagging arrangements	FLO		x				
Provide staff refresher training on Fisheries law and relevant office policies	FLO		x	x			
Advice to Minister and TFD staff, meeting briefs	TA/DoF	As required/requested					
Authority systems and regulations	TA		x		x		
Outreach and Education	LPRO		x	x		x	x
Review fisheries policies and laws	FLO			x			
PNA Official Meeting	DoF			x			
2023 Annual Report Production	DDoF			x			
Train & assist staff with computer skills and problems	FIT			x			x
International meetings	TA			x		x	
PNA Ministerial Meeting	DoF					x	
Coordinate annual work force plan	DDoF					x	
Celebration of the World Tuna Day	DoF					x	
FFC Official Meeting	DoF/DDoF					x	
Study and analyze the potential economic impact of climate change on Fisheries	FE						
FFC Ministerial Meeting	DoF						x
Monitor and evaluate the economic impacts of fisheries management measures and policies	FE						

### 3.2. Operation and Development Activities

The Operations and Development Section is responsible for management of the Department's seagoing and related assets (vessels, slipway, mechanical workshop, ice machines) and for fisheries development activities intended to benefit the general population. In 2024, the Section will focus on the following activities:

- i. Manau I & II Slipping** – The slipping of both TFD vessels is of utmost importance to the Tuvalu Fisheries Department. It is a fundamental aspect of maintaining safety, environmental responsibility, operational efficiency, and the long-term sustainability of the Tuvalu Fisheries Department.
  - ※ Maintenance and Safety: Slipping allows for a thorough inspection of the vessel's hull, machinery, and equipment. This inspection is critical for identifying and addressing any damage, wear and tear, or structural issues that may compromise the safety of the vessel and the crew. Safety is of utmost importance to the department and the community we serve.
  - ※ Environmental Compliance: Proper maintenance during slipping helps prevent oil and fuel leaks, which can lead to environmental pollution in the surrounding waters. Biofouling organisms is another factor that have negative effect to our marine environment, removing these organisms from the hull of both vessels minimizes marine environment impact. Compliance with environmental regulations is essential for protecting marine ecosystems and minimizing the vessel's environmental impact.
  - ※ Operational Efficiency: Regular slipping and maintenance ensure that the vessel operates at peak performance. Well-maintained vessels are more efficient, consume less fuel, and experience fewer breakdowns, resulting in reduced operational costs.
  - ※ Compliance with Regulations: Tuvalu have regulations governing vessel maintenance, safety, and environmental protection. Adhering to these regulations is essential for the TFD vessel to remain in operation and avoid potential legal issues and fines.
  
- ii. Outboard Motor Training** – Outboard motor training for Tuvalu fishermen is crucial for their safety, livelihoods, and the sustainability of their fishing practices. It contributes to economic development, environmental protection, and overall resilience in the face of various challenges in this unique maritime environment. Therefore, the training of Tuvalu fishermen in the operation and maintenance of outboard motors is of significant importance for some key reasons:
  - ※ Enhanced Safety: Proper training ensures that fishermen are aware of safety procedures and measures when using outboard motors. This knowledge can help prevent accidents and incidents at sea, protecting both the fishermen and their vessels.
  - ※ Reduced Environmental Impact: Efficient operation of outboard motors can lead to reduced fuel consumption, which, in turn, reduces the carbon footprint and environmental impact of fishing activities. This is particularly important in the context of global efforts to combat climate change.
  - ※ Resilience: Proper training can make fishermen more resilient to adverse weather conditions and unforeseen challenges while at sea, as they will have the knowledge and skills to handle their vessels effectively.
  - ※ Capacity Building: Training in outboard motor operation can empower local fishermen and build their capacity to manage and maintain their own equipment. This can reduce dependency on external support and strengthen self-sufficiency.
  
- iii. Post-harvest development** - The Tuvalu Fisheries Department encourages and promotes post-harvest activities to Tuvalu communities for several important reasons:

- ※ Food Security: Post-harvest activities help extend the shelf life of fishery products, ensuring a more consistent and reliable source of food for Tuvalu communities. This is especially crucial in a region where access to fresh food can be limited.
  - ※ Reduced Food Waste: Effective post-harvest practices can significantly reduce food waste, preventing spoilage and product degradation. This maximizes the use of available resources and reduces the need for additional fishing or farming.
  - ※ Economic Benefits: By adding value to fishery products through processing, packaging, and preservation, communities can potentially increase their income. This economic opportunity contributes to improved livelihoods.
  - ※ Diversification: Encouraging post-harvest activities allows communities to explore a wider range of fishery products and methods. This diversification can reduce reliance on a single species, enhancing resilience in the face of environmental and market fluctuations.
  - ※ Community Empowerment: Knowledge and skills related to post-harvest activities empower local communities to take control of their food and income security. This self-sufficiency is vital in a remote and vulnerable region like Tuvalu.
  - ※ Market Access: High-quality post-harvest processing and handling can make fishery products more marketable and competitive, enabling communities to access local and potentially international markets.
  - ※ Resilience: Effective post-harvest practices can help communities become more resilient to external shocks, such as natural disasters or economic fluctuations, by mitigating losses and ensuring a stable food supply.
- iv. **Meeting target revenue of \$55K from Charter fees** - Charter fees play a crucial role in generating revenue for TFD. To ensure sustainable growth and meet our financial objectives, we have set a target revenue of \$55K for the first half of year 2024 from these fees. This figure is based on careful analysis of past performances (vessel operation), and the anticipated demand for our services. By setting a specific revenue target, we create a clear focus for our efforts and establish a benchmark against which we can measure our performance. Achieving this target will contribute to the financial stability and success of our Department, allowing us to continue providing high-quality services to our customers and invest in future growth as we move forward towards becoming an Authority.
- v. **Hire a local consultant to develop a small-scale sea safety regulation** - Fishing and other small-scale maritime activities are vital sources of livelihood for many Tuvaluans. Implementing sea safety regulations can help protect the lives and livelihoods of local fishermen by promoting safe practices, such as the use of appropriate safety equipment, navigation techniques, and awareness of changing weather conditions. It can also enhance the overall sustainability of these activities by reducing the risk of accidents and ensuring the preservation of marine resources. Hiring a local consultant to develop small-scale sea safety regulations is of significant importance for several compelling reasons.
- ※ Local knowledge and context: A local consultant bring invaluable knowledge of the local specific maritime conditions, cultural practices, and existing regulatory frameworks. They understand the local fishing practices, the challenges faced by small-scale fishermen, and the unique characteristics of the area's waters. This contextual understanding allows them to tailor sea safety regulations to the specific needs and realities of the local community, ensuring they are practical, effective, and culturally appropriate.
  - ※ Cost-effectiveness: Hiring a local consultant can often be more cost-effective compared to engaging consultants from outside the region. Local consultants eliminate or minimize expenses related to travel, accommodation, and language interpretation. They are also likely to have a better understanding of local resources, networks, and potential funding sources, which can contribute to cost savings and the successful implementation of the regulations within available budgets.



Table 2: Operation and Development Section Activities

Activity/Task	Jan	Feb	Mar	Apr	May	Jun
<b>Operation Activities</b>						
Sea safety equipment inventory for both vessels	x					
Stock Assessment for both vessels	x					
Vessel operation (Target revenue of \$30K)	x	x	x	x	x	x
<b>Vessel Slipping</b>		x	x	x		
<b>Development Activities</b>						
Procurement of grab-bags and safety equipment (including VHF repeater materials)	x					
Procurement FAD materials	x					
O&D assets stock assessment (i.e. FAD materials, fishing gears, mechanical tools, etc.)	x					
Mechanical tools' stock assessment	x					
Manau I & II regular R&M	x	x	x	x	x	x
TFD speed boat R&M			x	x	x	
Post-harvest development (All Islands)				x		
Sea safety refresh training (All Islands)				x		
Hire local consultant to develop small scale sea safety regulation				x		
Grab-bag inspection				x		
Dissemination of new Grab-bags and safety equipment				x		
Out-Board Motor Training (All Islands)				x		
FAD repair and maintenance				x		
FAD construction, deployment, and awareness (including the introduction of SATLINK buoys)				x		
Mending and making of fishing scoop net (Youth)				x		
FAD fishing data collection training for Community Fisheries Officers						x

### 3.3. Coastal Fisheries Activities

The Coastal Fisheries Section (CFS) provides science and technical support to all islands including Civil Society Organizations (CSO), Non-Governmental Organizations (NGO) in Tuvalu and to Government administrations to enhance the management of their coastal fisheries, and the sustainable development of aquaculture and nearshore livelihoods. CFS supports and implements those key strategic actions under TFD Corporate plan.

CFS has three sub sections: Funafuti; Outer Islands; and Resource Assessment and Monitoring. These sub sections are supported by two cross-cutting areas: Coastal Fisheries Information and Data Management – Data Collection, database and information service, support and advice; and Coastal Fisheries Management– providing fisheries management advice, analysis and assessment of coastal fisheries and other support services to Funafuti and outer islands.

Tuvalu’s legislation (Falekaupule Act 2021) essentially places the control of inshore fisheries management with the local government, requiring the CFS to work closely with Kaupules on all islands to achieve their ends. One of the three core values of the TFD under its Corporate Plan is “teamwork and co-operation”. This promotes a shared responsibility to ensure that technical advice and support is provided, and integrates timely and appropriate information for proper management of local inshore fisheries. CFS also adopts an interdisciplinary approach by collaborating with other TFD Section namely the Operation and Development Section and other government department to deliver the CFS Annual Work Plan 2024 in an integrated and collaborative manner.

Activities are supported by key donors, including New Aid Zealand through TFSP, PROPER through the World Bank, and implementation is frequently in partnership with non-government organizations, civil society organizations, communities, universities and, increasingly, locally and regionally based consultants.

Key Activities of the CFS for 2024 are based on the priority objectives identified in the new Corporate Plan. For inshore fisheries, the focus remains on Objective 3 “improved management of coastal fisheries for sustainable inshore resources” as well as staff capacity development (Objective 6), specifically:

- i. Continuation of Staff capacity trainings to address knowledge needs, boost confidence and increase staff capability for smoother implementation of activities;
- ii. Finalization of Locally-Managed Marine Area (LMMA) Strategy for the Outer Islands, implementation and monitoring of Outer Islands Fisheries Management Plans and also the renewal of the FRFSP to address relevant marine related issues identified in each Island Strategic Plan;
- iii. Address on-demand coastal fisheries issues and requests for all islands as they arise; and
- iv. Improved effort in streamlining Data Collection Programs to ensure quality and accurate data are being collected for better decision making

Delivery of services against the following activities will be measured using Key Performance Indicators.

1. *Fishery Resource Monitoring & Analysis*: CFS will continue, and improve, fishery resource monitoring and data analysis. This serves to identify trends and problems, and to provide reliable information on the status of the resources. It also provides feedback on the effectiveness of management measures.

Staff will carry out priority on-going monitoring of fisheries resources as well as on-demand resource assessments and investigations of issues. Regular monitoring includes the creel/artisanal surveys on all islands and boat/canoe surveys. Some of these assessments have been incorporated as part of the metronome program which is being implemented on outer islands. On-demand surveys may include assessments of the status of beche-de-mer stocks or the effectiveness of marine protected or locally managed marine areas.

2. *Research:* Fisheries research and monitoring of the environment and development of proposals to mitigate the environmental impacts of waste and coastal developments as needed for effective fisheries management (ecosystem approach to management) will continue as in previous years. CFS will also continue monitoring of ciguatera microalgae and monitoring of cases of poisoning to ensure the community is informed of the ciguatera status of the resources and areas they should avoid for fishing. Due to changes and other unforeseen issues, some work planned for 2023 has been extended to 2024. This includes a study on fish size at maturity to be completed by Mid-year of 2024. This will provide the information needed to set recommended minimum sizes for each key commercial reef species and incorporate the final results into the Funafuti Fisheries by-laws.
3. *Outer islands Fisheries Management Plans, LMMA Strategy and Support:* Working closely with the Kaupules, fishers' associations and other stakeholders, the Coastal Fisheries Section will develop, implement and monitor coastal fishery management plans (FMPs) and by-laws to safeguard resources and regulate harvesting of key species in each of the outer islands. A National Sea Cucumber Management Plan will be developed, with the assistance of SPC, based on the results of BDM surveys analyzed and reported in 2020. The resulting plan will apply to Funafuti and all outer islands.

Regular metronome trips will continue to support activities under the signed MOU for cooperation with each island Kaupule. The Coastal Fisheries Section will assist each island Kaupule review and implement existing fisheries-related projects to complement the development of dedicated FMPs. Visits will also be conducted occasionally to all islands to check on the status of the Outer Island Data Collectors (OIDC) and Community Fisheries Officers (CFO) on each island.

4. *FRFSP / Funafuti Management:* CFS will continue supporting the on-going implementation of the Funafuti Reef Fisheries Stewardship Plan (FRFSP). Because of Funafuti's high population density and degree of urbanization, it remains important to focus efforts on the sustainability of inshore resources for food security and livelihood. In early 2024, the new FRFSP will be launched, with an annual review towards the end of the year.

The FRFSP will continue to foster cooperation between the Funafuti Kaupule, Fishers on Funafuti Association (FOFA) and TFD through activities under the new key strategies.

5. *Mariculture:* Although the potential for aquaculture in Tuvalu is limited, with capture fisheries providing a much better return on investment and labour, TFD will develop a small mariculture hatchery. This will be mainly to trial re-seeding of species such as giant clams and there may be some potential to develop outgrowing of high value export species such as clams and sea-cucumbers as a small-scale industry. Special efforts will also focus on implementing assistance to some islands to initiate community-based small-scale aquaculture trials. Training attachment for staffs will be delivered through site experience trip to Fiji through SPC Aquaculture program.
6. *Awareness:* The Coastal Fisheries Section will continue to increase public awareness of all its programmes through the metronome programme, radio/TV shows, community meetings, website, posters, fish size stickers and other media through the year. A staff capacity training with SPC will be delivered on the first quarter of the year to build skills and experience of staffs on producing several media sources.
7. *Other tasks:* to be undertaken by the Coastal Fisheries Section will include on-going professional development, attendance at regional meetings and trainings, and ensuring the regular metronome trips are carried out as planned with outer island Kaupules and in cooperation with other projects and departments as needed. CFS will also continue working with the SPC FAME Team in the introduction of the Ika Savea App, the Management Information System (MIS), which is used to store and analyse all coastal fisheries data. CFS continues to collaborate and work closely with our Inshore Fisheries Advisor on key issues and work-related matters.



Table 3: Coastal Fisheries Activities

Coastal Section Activity/Task ↓ Month →	2024 Milestones					
	Jan	Feb	Mar	Apr	May	Jun
Creel/Artisanal Surveys Funafuti	x	x	x	x	x	x
Creel/Artisanal Survey Outer Islands	x	x	x	x	x	x
Creel data entry	x	x	x	x	x	x
Creel Reports / Creel Report Cards			x			
Quarterly Visits to Outer Islands (Round Trip)			x			x
Data Collectors Annual Workshop		x				
On-demand surveys/Research studies	x	x	x	x	x	x
Ciguatera sampling, analysis & reporting		x			x	
Ciguatera cases	x	x	x	x	x	x
Boat & Canoe Survey (OIs & FUN)				x		
Community Fisheries Management Plans Implementation & Monitoring/Regulations	x	x	x	x	x	x
Metronome Trips				x		
LMMA Strategy, Monitoring & Support	x	x	x	x	x	x
FCA support (field survey & patrols)	x	x	x	x	x	x
Size at Maturity & Spawning Seasonality Study	x	x	x	x	x	x
Review of National Sea cucumber management plan		x	x			
Review of FRFSP Launching, Implementation, Monitoring & Annual Review	x	x	x	x	x	x
Mariculture advice and assistance (OIs)	x	x	x	x	x	x
Funafuti Hatchery & Support	x	x	x	x	x	x
Bottom Fish Resource Assessment on sea mount					x	
Awareness (school, radio, video, community, posters)	x	x	x	x	x	x
Virtual Trainings (in-house and monthly)	x	x	x	x	x	x
Data Collection and Management Training (SPC – Ikasavea)		x				
NZ STTS training	x	x				
Coastal fisheries attachment to NZ		x				
World Tuna Day				x	x	
GIS Staff training attachment to SPC Noumea	x					
Environment Day						x
SPC Heads of Fisheries Meeting		x				
Subsection Quarterly Reports			x			x
Draft Annual Workplan/Budget 2025						x
Database maintenance MIS	x	x	x	x	x	x
IFA Consultant	x	x	x	x	x	x
IT Consultant	x	x	x	x	x	x
Administrative tasks (maintenance, reporting, planning)	x	x	x	x	x	x

### 3.4. Oceanic Fisheries Activities

The tuna fishery remains the single, most important revenue earner for the Government of Tuvalu contributing more than 50% at one point to the government annual budget. As such, the government through the department of fisheries, is committed to ensuring that this resource is managed sustainably. As the section in charge of Oceanic Fisheries where tuna being the sole active fishery at this point in time, the Oceanic Section is mandated to undertake several key activities broadly categorized as follow;

- ✘ Monitoring, Control and Surveillance (MCS) to regulate fishing vessels and combat IUU
- ✘ Explore and implement new system and technology to monitor the tuna fishery and detect IUU fishing
- ✘ Ensure compliance with international treaties and arrangement to which Tuvalu is party
- ✘ Strengthen systems for the collection of data from the oceanic fishery
- ✘ Maintain and strengthen the fisheries observer program

MCS is very broad and covers all aspects of fisheries management from licensing to fisheries surveillance, monitoring and enforcement. An effective MCS regime is strongly desired but it is very costly indeed and requires millions of dollars. And for the past many years budgetary constraint dictates very much the types of MCS activities that can be implemented. Recently, funding support from New Zealand through its TFSP project and World Bank (via PROP) provided this much needed support, thus enabling the implementation of an extended list of MCS activities. Further financial support from these two donors is anticipated to continue in 2024 following the approval of PROP phase two. However, still limitation is expected in some MCS areas, especially in relation to air and surface surveillance due to the fact that the ownership of essential physical asset necessary for the execution of such activities rest with the other authorities (FFA and Maritime Police). In addition, fuel supply for the FFA aircraft is an ongoing problem and may prevent future aerial surveillance patrols.

Licensing of fishing vessels represents our first line of defense against any unlawful operations. Thus we remained committed to ensuring that licensing system including licensing processes is robust and effective. Information about tuna caught and landed locally by our local fishermen is critically important for scientific work of the commission and is an area for improvement. At present, such work is constrained mainly by the lack of tuna data collectors. Hence attempt will be made this year to seek external funding support from the commission.

Illegal and Unregulated and Unreported Fishing (IUU) is still a threat and has transformed from fishing without a license in the distant past to misreporting in the most recent years. This revelation necessitates the need for refinement and readjustment of our MCS activities and approaches to counter this change. We also recognize the rapid development and emergence of new technologies which can potentially play a role in combating IUU. We therefore remain committed to do exploratory testing of new technologies that we can eventually adopt. Deployment of fisheries observer remain an important activity for 2024 and onwards.

Since tuna is a shared resource, its management requires collective collaboration and cooperation within and beyond the FFA membership. Tuvalu is a member of FFA, PNA and the WCPFC tuna commission and fully upheld principle of shared commitment. As such, our section continues to strive ensuring that Tuvalu achieves compliant status with regards to its commitment under the relevant treaties. Some initiatives including the WCPFC 100% e-reporting and PNA FAD tracking are expected to come into full force this year therefore ensuring full implementation and enforcement by us is a priority.

Table 4: Oceanic Fisheries Activities

Activities/Tasks	Jan	Feb	Mar	Apr	May	Jun
<b>1. MCS to regulate fishing by licensed vessels and combat IUU continues to be expanded and improved</b>						
a. Fishing Vessels Licensing	X	X	X	X	X	X
b. Surface Fisheries Surveillance					X	
c. Aerial Fisheries Surveillance	X				X	
d. Transshipment monitoring	X	X	X	X	X	X
e. Fisheries observers placement & preparation of payment	X	X	X	X	X	X
f. Longline e-reporting monitoring	X	X	X	X	X	X
g. VMS monitoring	X	X	X	X	X	X
<b>2. Explore and implement new system and technology to monitor the fishery and detect IUU fishing in territorial waters, the EEZ and adjacent high seas areas</b>						
a. Satellite Fisheries surveillance trials	Implementation dates pending PROPER start date					
b. Procurement of new fisheries patrol boat	Implementation dates pending PROPER start date					
<b>3. Ensure compliance with international fisheries treaties and arrangements to which Tuvalu is a party, including with regular review and updating of legislation</b>						
a. WCPFC online compliance case file	X	X	X	X	X	X
b. Flag vessel inspection	No fix date and will happen when vessel visits Funafuti port					
c. 2025 Access Agreement review	X	X	X			
d. Enforcing PNA FAD Buoy Tracking initiative	X	X	X	X	X	X
e. WCPFC reporting obligation			X	X		X
f. Gen 3 issue reporting obligation	X	X	X			
<b>4. Strengthen systems for collection of data from the oceanic fishery</b>						
a. PNA FIMS	X	X	X	X	X	X
b. SPC TUFMAN	X	X	X	X	X	X
c. FFA RIMF	X	X	X	X	X	X
d. Beached FAD initiative	X	X	X	X	X	X
e. Vessel sighting reports	X	X	X	X	X	X
<b>5. Maintain and strengthen the fisheries observer programme and improved data transmission</b>						
a. Observer certification, refresher & other trainings	X	X		X	X	X
b. Observer e-reporting implementation and monitoring	X	X	X	X	X	X
c. Observer trainer's attachment	Dates pending confirmation from other observer programs & availabilities of mentors					
d. Observer Insurance Scheme			X			
e. Observer data handling and management	X	X	X	X	X	X
f. Quarterly reporting			X			X
<b>6. Support development of Funafuti as transshipment port to provide revenue through</b>						
a. Facilitate and support transshipment in port	No fix date and takes place when vessel chooses to transship in Fun port					
<b>7. Support the operation of vessels under Tuvalu flag and if possible increase the number</b>						
a. Provide FAD exemption order for Tuvalu flag vessels during FAD closure			X			
b. Catch verification support for Tuvalu flag vessels as required by port states	No fix date and will happen as when requested					
<b>8. Support PNA VDS initiative for PS &amp; LL</b>						
a. Close monitoring of VDS revenue	X	X	X	X	X	X
<b>9. Meetings and Workshops</b>						
		X	X	X	X	

### 3.5. External Funding Projects

#### 3.5.1. Competent Authority Activities

Progressed development of the Tuvalu Competent Authority was reviewed by Market Access team from Forum Fisheries Agency (FFA) from the 23<sup>rd</sup> to 27<sup>th</sup> of January, 2024. Its purpose is to objectively identify gaps and provide strategic activities to effectively and efficiently able to competent authority to achieve targeted outcome in listing Tuvalu to EU by 2024. The review concluded with key outcomes that strengthen CA institutional issues and set sound foundational principles that enables CA independence, control and effective supervisions. It also re-defines a focus approach that set a new timeline for the initiation of the listing mechanism.

From September to the end of December 2023, the CA has embarked on some activities that include the followings: procurement of CA equipment and tools, drafting of CA budget, designation of CA accredited laboratories, sampling and vessel assessment and capacity building. The CA legislative framework was approved in 2022.

Objective: Revitalization of a focus approach in listing Tuvalu to EU market thus maximize resources utilization.

Key Activities	Target outcomes	Responsible	Timeline
Review of the CA 2023 Work Plan	✓ Revised Work plan for Tuvalu CA from Jan - Dec 2024 formulated and presented to Director Fisheries	FFA & CA technical officer	January,2024
Strengthening CA internal systems	<ul style="list-style-type: none"> <li>✓ CA National control plan &amp; Industry standards developed and presented to Tuvalu CA for implementation.</li> <li>✓ Finalized CA budget presented to Director Fisheries</li> </ul>	<ul style="list-style-type: none"> <li>FFA market access team</li> <li>CA technical officer</li> </ul>	<ul style="list-style-type: none"> <li>March,2024</li> <li>February,2024</li> </ul>
Establishing communication with vessel owners interesting to export to EU markets.	✓ EU interested fishing companies are established and communications with Tuvalu CA are strengthen for better understanding of market access requirements.	Director Fisheries & Fishery Advisor	January-February,2024
Designation of CA laboratories	✓ Accredited labs designated and services agreement signed by CA and labs.	CA technical officer	February-March ,2024
Capacity & Competency development for CA officers	<ul style="list-style-type: none"> <li>✓ Improving competency of new CA officers on official control – HACCP&amp; GHP training/NCP &amp; IS training</li> <li>✓ Vessel attachment for new CA officers</li> </ul>	FFA and CA technical officer	March - June,2024
Vessel assessment	✓ All Tuvalu flagged vessels assessed and CA identified compliant vessel for listing	CA technical officer	January-June,2024
Sampling	✓ Samples from compliant vessels collected and send for analysis	CA technical officer	January-june,2024

### 3.5.2. PROPER

While waiting for project effectiveness, the project workplan was drawn from its Procurement Strategy for Development and the detailed Procurement Plan (PP) for the first 2 years that was shared and circulated to TFD for noting and action. The requested workplan period is for the first six months of 2024, and the enclosed PP presented here (indicate/highlighted in yellow) the planned activities.

For the first six months, the project requires to procure 2 packages of goods for Component 1; 6 packages of goods for Component 2; 7 packages of goods for Component 3 and 2 packages of goods for Component 4.

There are two work packages identified in the plan and both these works (Floating Jetties and the FCA Watchman Hut/Tower) are expected to commence in this period.

For consultancies, a total of 14 consulting services were planned for the first six month in which, 6 are for Component 1; 4 for Component 2 and 4 for Component 4.

All these activities have their planned start date, but due to the delay in the project effectiveness, there may be changes in their implementing start date. However, their implementation are also subjected to the available of the required specifications for goods and terms of references for consulting services. These requirements was requested months ago and before their planned start dates. Should there be any delays in implementing each of these activities as schedule will depend entirely on the availability of each activity requirements from the Implementing Agency (TFD).

### 3.5.3. TFSP II

Activities are summarised under the main outputs. Comments on savings or additional funding relate to the overall budget for the project:

#### **Output 1 - Sustainable management of oceanic fisheries resources.**

- ※ TFA Travel - Travel to 4 international meetings by the Fisheries Adviser to support Tuvaluan delegations – some savings expected.
- ※ New Surveillance Technology – completed except for installation when watchman’s hut is ready (WB PROPER funded).
- ※ Fish Marketing Initiatives
  - Refrigeration engineer to install new coldroom unit; repair other fisheries systems (2 icemachines, etc);
  - provide training to TFD staff;
  - Minor equipment items for FOFA and NAFICOT.
- ※ Crew training – if placement of first trainees is successful, run 2 further courses – some savings as planned consultancy was not required thanks to SPC.
- ※ Market access for tuna – continue consultancy for a further 8 months (fees); meet minor equipment costs and transport for samples (expenses).

#### **Output 2 - Improved management of coastal, small-scale and community fisheries.**

- ※ Distribute sea safety equipment in outer islands; extend OBM training to more islands; minor projects proposed by CFOs, possibly boat repair missions – requires additional funding.
- ※ Continue employment of CFOs until transition to Government funding in last quarter – requires additional funding;

- ※ Undertake repairs of Manauai – to advance these quickly existing project funds will be used initially, but if additional funding is available these will be returned for use in fishing trials.

### **Output 3 - Strengthened enabling environment for fisheries development in Tuvalu.**

- ※ TFD infrastructure and facilities
  - Continue procurement of equipment as needed – Savings envisaged;
  - Continue IT Adviser support - Savings envisaged; \
  - TA to develop building maintenance and H&S plan – Reduced scope as some work on asset (vessels) maintenance already completed;
  - Implement training for Maintenance Officer (Solar power system);
  - Mechanic (Aluminium welding); Mechanics’ team (4 stroke outboards); Ships engineers (2 crew to Kiribati for Class 5 Engineer’s programme).
- ※ Complete fit-out of Mariculture hatchery and start operations – requires additional funding;
- ※ Follow-up on staff training, probably writing skills course.
- ※ Complete 2 more field visits for women in fisheries videos, support for video editing, support school visits/awareness – Some savings expected;
- ※ Continue employment of Tuvaluan project manager.
- ※ Capacity building for international meetings: support extra participants for 2 PNA meetings in early 2024 (PROPER funding unlikely to be available before April).

### **3.6. Monitoring and Reporting**



Monitoring of the Work Programme implementation and delivery will primarily be through the monthly meetings of the SMC. In addition, quarterly progress reports will be produced by the department for internal purposes only. All staff meetings will be conducted on a monthly basis, some of the important tasks that need improvement are trips reports and staff attendance.

The department will also continue to produce annual reports for submission to and approved by Cabinet.

# Annex 1: Leave Roster




TFD STAFF LEAVE ROSTER 2024															
	NAME	POSITION	DEPARTMENT/ SECTION	January	February	March	April	May	June	July	August	September	October	November	December
ADMINISTRATION	Samasoni Finikaso	Director	TFD												
	Fulitua Tealei	Deputy Director	TFD												
	Tala Simeti	Economist	TFD												
	Isala Isala	Legal Officer	TFD												
	Fetau Latasi	IT Officer	TFD												
	Tekiali Fanoiga	Maintenance Officer	TFD												
	Matelina Stuart	Librarian	TFD												
	Litia Fakaoti	HEO	TFD												
	Panapa	Timoteo	TFD												
	Vacant	Asset Officer	TFD												
	Taupulega	CO	TFD												
	Bannei Togabiri	Driver	TFD												
OPERATION & DEVELOPMENT	Vilamu Petaia	PFO	TFD												
	Nelly Seniola	SFO-Operation	TFD												
	Frank Telii	AFO Training	TFD												
	Pafini Fepuali	FO	TFD												
	Aso Veu	Mechanic Foreman	TFD	Study leave											
	Talava Timo	Mechanic	TFD	Study leave											
	Kolooa Tofaga	Capt Manauai I	TFD												
	Ofeni Iantoa Fuli		TFD												
	Katesa Taiuti	Bosun	TFD												
	Penani Tumau	Crew	TFD												
	Mika Katagali	Crew	TFD												
	Tupulaga Tausi	Capt Manauai II	TFD												
	Ielemia Saitala	Chief Engineer	TFD												
	Ukinapa Tefoa	Engineer	TFD												
	Simon Salesa	Chief mate													
	Faga Teokili	Mate	TFD	Accompany Spouse on study leave											
Kaua Fiaola	Bosun	TFD													
OCEANIC	Onosai Takataka	SFO-Observer	TFD												
	Gagati Falaimea	FO-Observer	TFD												
	Lesiala Sinuele	AFO Data entry	TFD												
	Vaselusi Ionatana	AFO Compliance	TFD												
	Niukita Taape	FO-Longline	TFD												
	Margret Uoka	AFO Data entry	TFD												
	Siouala Malua	SFO Licencing	TFD												
	Saifoloi Talesi	FO VMS	TFD	Study leave											
	Scott Pelesala	SFO VMS	TFD												
	Uni Liufau	FO Compliance	TFD												
	Solomona Lotoala	FO	TFD												
	Tupulaga Poulasi	PFO Oceanic	TFD												
	Teaunu Lopati	FO	TFD												
Manuao Taufilo	SFO Enforcement	TFD													
COASTAL	Lotokufaki Kaitu	SFO Coastal	TFD												
	Kutimene Peleti	FO Outer Island (Ag)	TFD												
	Sapeta Malua	FO Outer Island (Ag)	TFD												
	Matapua Falani	SFO Outer Island	TFD												
	Vacant	FO LMMA	TFD												
	Maani Petaia	SFO Resources A	TFD												
	Iakoba Italeli	AFO Resources A	TFD												
	Hetoo Taula	FO Funafuti	TFD	Study leave											
	Lale Petaia	SFO Funafuti	TFD	Study leave											
	Semese Alefaio	PFO Coastal	TFD												
Filipo Makolo	AFO Resources A	TFD													

## Annex 2: Trip Report Template

	<p><b>Name of Meetings/Workshops/Training</b> Venue and Date</p> <p>Your Name</p>	
Background		
Sponsor:	Venue:	
Purpose of Meeting/Training/Workshop		
Meeting/Training/Workshop Outcomes		
Overall Comments		
Other Matters		



## Annex 3: Quarterly Report Matrix Template

Objectives	Activity	Description (purpose)	Responsible Staff	Update in Mar 2024	Challenges (why)	Status (color coded)	Comments
<b>Administration Section</b>							
 Ongoing, completed, partially completed		 Under way but with delays or minor problems			 Major delays or problems		