



**The 5th Meeting of the Project Steering Committee for
the SEAFDEC/UNEP/GEF Project on Establishment and Operation of a Regional System of
Fisheries *Refugia* in the South China Sea and Gulf of Thailand**

3 September 2021
(08:30 – 12:30PM, UTC+7)

Virtual Meeting via Zoom Platform

<https://us02web.zoom.us/j/84388367882?pwd=MVBnV2ZENGND4a1JiUGZoNTV2R3I2QT09>

**PROJECT EXPENDITURES AS OF 30 JUNE 2021
AND CONSIDERATION THE NEXT BUDGET REVISION**

I. INTRODUCTION

The working paper presents the expenditures incurred by country partners and the SEAFDEC PCU for national and regional programs from 2016 until 30 June 2021. The starting year for implementation is depended upon the year that the partner signed the contract for project initiation. The expenditure report consists of five categories budget lines, namely: 10-Project Personnel; 20-Sub-contract Component; 30-Training Component; 40-Equipment & Premises Component; and 50-Miscellaneous Component. The PCU addresses this issue to inform the overall budget status in each budget line for consideration by the project Steering Committee. In addition, the PCU requests the 3rd Budget Revision process by the end of 2021 for consideration and support by the Committee.

II. OVERALL EXPENDITURES AS OF 30 JUNE 2021

The actual expenditures reported from six country partners and the SEAFDEC PCU as of 30 June 2021 are presented in Table 1.

Table 1: A total budget allocation based on the 2nd Budget Revision as of 30 June 2020, cumulative expenditures as of 30 June 2021, and the budget balance from 1 July 2021.

Code	Description	Budget Revision as at 30 JUN 2020	ALL Expenditures by Partners (6 Countries + PCU)							Cumulative Expenditures as of 30 JUN 2021	Balance as at 1 July 2021
			2016	2017	2018	2019	2020	2021	2022		
10	PROJECT PERSONNEL COMPONENT	(A)	Audit	Audit	Audit	Audit	Not yet Audit	Q1 + Q2		(B)	(A-B)
1100	Project Personnel w/m	238,997.23		7,268.00	27,761.00	38,318.00	50,207.82	17,179.62	-	140,734.44	98,262.79
1200	Consultants w/m	1,315,005.25	62,328.00	165,607.00	147,937.00	179,307.00	208,145.96	37,627.98		800,952.94	514,052.31
1600	Travel on official business (above staff)	273,779.05	8,306.00	51,774.00	49,042.00	97,395.00	24,888.45	4,608.50		236,013.95	37,765.10
1999	Component Total	1,827,781.53	70,634.00	224,649.00	224,740.00	315,020.00	283,242.23	59,416.10		1,177,701.33	650,080.20
20	SUB-CONTRACT COMPONENT										
2100	Sub-contracts (MoU's/LA's for UN cooperating agencies)	-	-	-	-	-	-	-	-	-	-
2200	Sub-contracts (MoU's/LA's for non-profit supporting organizations)	274,063.49	5,730.00	9,819.00	2,426.00	14,440.00	51,709.41	4,100.00		88,224.41	185,839.08
2300	Sub-contracts (commercial purposes)	81,129.28	22.00	-	15,689.00	10,073.00	10,928.99	1,269.28		37,982.27	43,147.01
2999	Component Total	355,192.77	5,752.00	9,819.00	18,115.00	24,513.00	62,638.40	5,369.28		126,206.68	228,986.09
30	TRAINING COMPONENT										
3200	Group training (study tours, field trips, workshops, seminars, etc)	293,417.77		10,224.00	14,947.00	66,001.00	40,176.79	8,042.44		139,391.23	154,026.54
3300	Meetings/conferences (give title)	316,330.18	19,286.00	2,074.00	42,134.00	63,138.00	30,554.19	5,501.04		162,687.23	153,642.95
3999	Component Total	609,747.95	19,286.00	12,298.00	57,081.00	129,139.00	70,730.98	13,543.48		302,078.46	307,669.49
40	EQUIPMENT & PREMISES COMPONENT										
4100	Expendable equipment (items under \$1,500 each, for example)	5,336.12		109.00	490.00	1,794.00	424.90	306.93		3,124.83	2,211.29
4200	Non-expendable equipment (computers, office equip, etc)	43,760.99	9,226.00	11,753.00	3,869.00	3,388.00	10,179.23	5,068.60		43,483.83	277.16
4300	Premises (office rent, maintenance of premises, etc)	18,585.28		-	5,376.00	7,496.00	894.00	-		13,766.00	4,819.28
4999	Component Total	67,682.39	9,226.00	11,862.00	9,735.00	12,678.00	11,498.13	5,375.53		60,374.66	7,307.73
50	MISCELLANEOUS COMPONENT										
5100	Operation and maintenance of equip.	876.60		-	-	142.00	292.00	115.00		549.00	327.60
5200	Reporting costs (publications, maps, newsletters, printing, etc)	30,489.29		2,859.00	240.00	542.00	3,580.87	1,485.20		8,707.07	21,782.21
5300	Sundry (communications, postage, freight, clearance charges, etc)	8,229.49		757.00	532.00	2,832.00	1,744.07	406.16		6,271.23	1,958.26
5400	Hospitality and entertainment	-		-	-	-	-	-		-	-
5500	Evaluation (consultants fees ETC)	100,000.00		-	-	-	-	-		-	100,000.00
5999	Component Total	139,595.38		3,616.00	772.00	3,516.00	5,616.94	2,006.36		15,527.30	124,068.07
99 9999	GRAND TOTAL	3,000,000.01	104,898.00	262,244.00	310,443.00	484,866.00	433,726.68	85,710.75		1,681,888.43	1,318,111.58

These expenditures in 2016, 2017, 2018, and 2019 are adjusted and aligned with the Consolidated Audit Report of Financial Statement. For 2020 and 2021 of Q1 and Q2 expenditures are yet consolidated. Cumulative expenditures as of 30 June 2021 is about 1.68 million USD, while the Balance from 1 July 2021 to the project end retains USD 1.32 million. The expenditure in each budget line does not show overspent.

III. REGIONAL PROGRAM EXPENDITURES AS OF 30 JUNE 2021

After the 2nd Budget Revision as of 30 June 2020, the overall budget allocation for SEAFDEC/PCU to implement Regional Programs is amount USD1.49 million. The cumulative expenditures as of 30 June 2021 are about USD1.00 million, as shown in **Table 2**.

Table 2: the actual expenditures of the regional program as of 30 June 2021.

Code	Description	Budget Revision as at 30 JUN 2020	Expenditures of Regional Program (PCU)							Cumulative Expenditures as of 30 JUN 2021	Balance as at 1 July 2021
			2016*	2017	2018	2019	2020	2021	2022		
10	PROJECT PERSONNEL COMPONENT	(A)	Audit	Audit	Audit	Audit	Not yet Audit	Q1 + Q2		(B)	(A-B)
1100	Project Personnel w/m	-	-	-	-	-	-	-	-	-	-
1200	Consultants w/m	982,350.00	62,328.00	165,607.00	139,409.02	148,662.54	163,557.70	6,685.69		686,249.95	296,100.05
1600	Travel on official business (above staff)	90,093.00	8,306.00	33,460.06	22,933.33	23,725.11	1,067.74	559.25		90,051.49	41.51
1999	Component Total	1,072,443.00	70,634.00	199,067.06	162,342.35	172,387.65	164,625.44	7,244.94		776,301.44	296,141.56
20	SUB-CONTRACT COMPONENT										
2100	Sub-contracts (MoU's/LA's for UN cooperating agencies)	-	-	-	-	-	-	-		-	-
2200	Sub-contracts (MoU's/LA's for non-profit supporting organizations)	32,291.87	5,730.00	9,819.00	2,426.00	8,320.35	6,153.85	-		32,449.20	157.33
2300	Sub-contracts (commercial purposes)	65,630.14	22.00	-	15,689.00	10,073.00	10,928.99	1,269.28		37,982.27	27,647.87
2999	Component Total	92,286.14	5,752.00	9,819.00	18,115.00	18,393.35	17,082.84	1,269.28		70,431.47	27,490.54
30	TRAINING COMPONENT										
3200	Group training (study tours, field trips, workshops, seminars, etc)	10,537.99	-	-	-	-	-	-		-	10,537.99
3300	Meetings/conferences @give title	161,520.00	19,286.00	-	28,110.12	49,132.31	16,626.61	-		113,155.04	48,364.96
3999	Component Total	177,693.86	19,286.00	-	28,110.12	49,132.31	16,626.61	-		113,155.04	58,902.95
40	EQUIPMENT & PREMISES COMPONENT										
4100	Expendable equipment (items under \$1,500 each, for example)	2,349.52	-	-	-	1,349.52	193.90	251.43		1,794.85	554.67
4200	Non-expendable equipment (computers, office equip, etc)	34,320.03	9,226.00	8,408.14	3,297.73	3,388.00	9,779.23	-		34,099.10	220.93
4300	Premises (office rent, maintenance of premises, etc)	-	-	-	-	-	-	-		-	-
4999	Component Total	36,669.55	9,226.00	8,408.14	3,297.73	4,737.52	9,973.13	251.43		35,893.95	775.60
50	MISCELLANEOUS COMPONENT										
5100	Operation and maintenance of equip.	500.00	-	-	-	-	-	-		-	500.00
5200	Reporting costs (publications, maps, newsletters, printing, etc)	8,066.80	-	2,742.28	-	-	2,551.15	-		5,293.43	2,773.37
5300	Sundry (communications, postage, freight, clearance charges, etc)	5,091.13	-	651.18	532.00	1,505.88	961.80	204.75		3,855.61	1,235.52
5400	Hospitality and entertainment	-	-	-	-	-	-	-		-	-
5500	Evaluation (consultants fees ETC)	100,000.00	-	-	-	-	-	-		-	100,000.00
5999	Component Total	113,657.93	-	3,393.46	532.00	1,505.88	3,512.95	204.75		9,149.04	104,508.89
99	9999 GRAND TOTAL	1,492,750.48	104,898.00	220,687.66	212,397.20	246,156.71	211,820.97	8,970.40		1,004,930.94	487,819.54

Please be informed that since March 2021, the PCU hired a full-time finance officer and project officer to support the project management. In addition, SEAFDEC, as an executing agency of both the Fisheries Refugia Project and the SCS-SAP Implementation project, plans to continue hiring two officers to support both projects on finance and technical works. The budget for hiring two officers will be shared among two projects in 2021 and will be 100% paid by the SCS-SAP Implementation project in 2022 until the project end. In this connection, the PCU would like to seek support and approval from the committee to hire two officers to support the project management under the shared cost between Refugia Project and the SCS-SAP Implementation Project.

IV. NATIONAL PROGRAM EXPENDITURES AS OF 30 JUNE 2021

The cumulative expenditures by six country partners as of 30 June 2021 is USD 676,957, or about 44.91% of the total budget allocation after the 2nd budget revision. The budget Balance for national activities from 1 July 2021 until the project end is USD830,292 or about 55.09% as shown in **Table 3**.

Table 3: The cumulative expenditures from six countries for national programs as of 30 June 2021.

Code	Description	Budget Revision as at 30 JUN 2020	National Program (6 Country Partners)							Cumulative Expenditures as of 30 JUN 2021	Balance as at 1 July 2021
			2016	2017	2018	2019	2020	2021	###		
10	PROJECT PERSONNEL COMPONENT	(A)	Audit	Audit	Audit	Audit	Not yet Audit	Q1 + Q2	(B)	(A-B)	
1100	Project Personnel w/m	240,274.07		7,268.00	27,761.00	38,318.00	50,207.82	17,179.62	140,734.44	99,539.63	
1200	Consultants w/m	325,927.68		-	8,527.98	30,644.46	44,588.26	30,942.29	114,702.99	211,224.69	
1600	Travel on official business (above staff)	179,700.07		18,313.94	26,108.67	73,669.89	23,820.71	4,049.25	145,962.46	33,737.61	
1999	Component Total	745,901.82		25,581.94	62,397.65	142,632.35	118,616.79	52,171.16	401,399.89	344,501.93	
20	SUB-CONTRACT COMPONENT										
2100	Sub-contracts (MoU's/LA's for UN cooperating agencies)	-		-	-	-	-	-	-	-	
2200	Sub-contracts (MoU's/LA's for non-profit supporting organizations)	249,780.51		-	-	6,119.65	45,555.56	4,100.00	55,775.21	194,005.30	
2300	Sub-contracts (commercial purposes)	20,000.00		-	-	-	-	-	-	20,000.00	
2999	Component Total	269,780.51		-	-	6,119.65	45,555.56	4,100.00	55,775.21	214,005.30	
30	TRAINING COMPONENT										
3200	Group training (study tours, field trips, workshops, seminars, etc)	257,247.53		10,224.00	14,947.00	66,001.00	40,176.79	8,042.44	139,391.23	117,856.30	
3300	Meetings/conferences (give title)	176,822.95		2,074.00	14,023.88	14,005.69	13,927.58	5,501.04	49,532.19	127,290.76	
3999	Component Total	434,070.48		12,298.00	28,970.88	80,006.69	54,104.37	13,543.48	188,923.42	245,147.06	
40	EQUIPMENT & PREMISES COMPONENT										
4100	Expendable equipment (items under \$1,500 each, for example)	2,286.64		109.00	490.00	444.48	231.00	55.50	1,329.98	956.66	
4200	Non-expendable equipment (computers, office equip, etc)	9,519.00		3,344.86	571.27	-	400.00	5,068.60	9,384.73	134.27	
4300	Premises (office rent, maintenance of premises, etc)	18,585.28		-	5,376.00	7,496.00	894.00	-	13,766.00	4,819.28	
4999	Component Total	30,390.92		3,453.86	6,437.27	7,940.48	1,525.00	5,124.10	24,480.71	5,910.21	
50	MISCELLANEOUS COMPONENT										
5100	Operation and maintenance of equip.	1,031.10		-	-	142.00	292.00	115.00	549.00	482.10	
5200	Reporting costs (publications, maps, newsletters, printing, etc)	21,809.80		116.72	240.00	542.00	1,029.72	1,485.20	3,413.64	18,396.16	
5300	Sundry (communications, postage, freight, clearance charges, etc)	4,264.89		105.82	-	1,326.12	782.27	201.41	2,415.62	1,849.27	
5400	Hospitality and entertainment	-		-	-	-	-	-	-	-	
5500	Evaluation (consultants fees ETC)	-		-	-	-	-	-	-	-	
5999	Component Total	27,105.79		222.54	240.00	2,010.12	2,103.99	1,801.61	6,378.26	20,727.53	
99 9999	GRAND TOTAL	1,507,249.52		41,556.34	98,045.80	238,709.29	221,905.71	76,740.35	676,957.49	830,292.03	

V. CONSIDERATION THE NEXT BUDGET REVISION NEEDS

Refers to the 2nd Budget Revision as of 30 June 2020, and the present Balance from 1 July 2021 for both the regional program and national activities shows it overspent in some budget lines. In addition, the actual expenditures are lower than the proposed budget in Q3-Q4/2020 and Q1-Q2/2021. The PCU, therefore, requests for consideration for the 3rd Budget Revision before the end of 2021, so the revised budget can be applied in the 1st quarter of 2022.

ACTIONS BY THE PROJECT STEERING COMMITTEE:

- Take notes on the expenditure report as of 30 June 2021 and the Balance from 1 July 2021 until the project end.
- The Committee is requested to approve the shared-cost with the SCS-SAP Implementation project for hiring two supporting staffs (finance officer and project officer) until the project end.
- The committee is also invited to suggest and advice on the request for the 3rd Budget Revision before the end of 2021, so the revised budget can be applied for 2022.