

Back-to-Office Report

GENERAL

Reporting Officer	Gerson Alves and Lazima Onta-Bhatta
Reporting Date	28 December 2019
Countries/project site visited	Bali, Indonesia
Dates of Visit	16 – 20 November 2019 (16 th and 20 th were travel days)
Purpose of visit	ATSEA 2 Project Regional Inception Workshop and Steering Committee Meeting
Programme/Project Name and ID	GEF/UNDP Project on Implementation of Arafura and Timor Sea Regional and National Strategic Program: Second Phase of the Arafura-Timor Seas Ecosystem Action Program (ATSEA2)
Mission Member(s)	Lazima Onta-Bhatta and Gerson Alves (with Ministry of Agriculture and Fisheries representatives)
Cost of Mission & Source of Funds	The mission was fully funded by the project.

SUMMARY- REGIONAL INCEPTION WORKSHOP AND REGIONAL STEERING COMMITTEE MEETING

The Regional Inception Workshop of the GEF/UNDP Project on Implementation of Arafura and Timor Seas Regional and National Strategic Programs: Second Phase of the Arafura-Timor Seas Ecosystem Action Program (ATSEA 2) was held at the Swiss-Belresort Watu Jimbar, Denpasar, Bali, Indonesia. The first day—Nov 17th was an internal preparatory meeting with UNDP Indonesia, UNDP Timor-Leste, the Bangkok Regional Hub (BRH), and PEMSEA which is managing the regional component of ATSEA 2. The regional inception workshop took place on 18 November 2019 and the Regional Steering Committee (RSC) Meeting of the project was held on 19 November 2019 at the same venue.

The Regional Inception Workshop and Regional Steering Committee Meeting were attended by representatives from the Government of Indonesia, Papua New Guinea, Australia and Timor Leste. The Director General for Fisheries led the delegation from the Government of Timor Leste that comprised of 4 other members representing the National Directorate that will be the main counterpart of the project.

Representatives from the United Nations Development Program (UNDP) Country Offices of Indonesia, Timor Leste and Papua New Guinea, and the UNDP BRH were also present. . However, Stakeholder partner organizations from the Coral Triangle Center (CTC), World Wide Fund for Nature (WWF) Indonesia, Indonesian Seas Large Marine Ecosystem (ISLME), and Yayasan Konservasi Alam Nusantara (YKAN) were also represented during the Inception Workshop. The



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PEMSEA Resource Facility (PRF) served as Secretariat for the Workshop, with local support from UNDP Indonesia.

17th November: preparatory meeting

The objective of this preparatory meeting was to get to know all the partners from all the participating countries, PEMSEA and the BRH advisor, and for all to be on the same page as far as the understanding of the project and its implementation arrangements were concerned.

PEMSEA made the overall presentations, and each country also made their presentations. Discussions on the implementation arrangements that included a regional steering committee but also country-specific project boards were elaborated for clarity. The role of PEMSEA was clarified as the implementor of the regional component but also as the provider of technical advice and support to the countries.

18th November: INCEPTION WORKSHOP

OBJECTIVES OF THE INCEPTION WORKSHOP

- The workshop served as a preparatory meeting for the Regional Steering Committee Meeting of the ATSEA2 project, with the aim of facilitating shared understanding, joint work and ownership of the project's goals, objectives and project results.
- As the project document was developed in 2015, it is important to revalidate the project framework through the Inception Workshop.
- As a platform to discuss areas of cooperation between and among the government partners as well as with stakeholder partners.

KEY OUTCOMES

The key outcomes of the regional Inception Workshop include the following points:

- Facilitated common understanding about the project among the country and regional teams and other stakeholders.
- Confirmed the Project framework including its vision, objectives, outcomes, and management structure and results matrix.
- Recognized that a narrative write up of the Theory of Change (not required by the project document template for ATSEA), would help to facilitate: ^[1]_[SEP]
 - Better articulation of the result logic between the various components; ^[1]_[SEP]
 - Effective communications about the project and its results;
 - Clear identification of roles of all related partners/stakeholders;
- Acknowledged the value of establishing a Stakeholder Partnership Forum (SPF) to strengthen and widen stakeholder engagement in support of the Regional Steering Committee/Regional Coordinating Committee (RSC/RCC);
- Further exploration needed to learn from the experience of existing multistakeholder platforms to guide the development of SPF mechanism.
- Highlighted that partnership building is key to the project's success and acknowledged the need to map what partners are doing and identify potential areas for collaboration.
- Underscored the value of building on and drawing from the experiences and results of ATSEA-1 but taking into account the time lapse and the changes that have happened in the meantime.



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- Emphasized the importance of effective monitoring, communication, and visibility of project results, best practices, and achievements.

November 19: REGIONAL STEERING COMMITTEE (RSC) MEETING

KEY OUTCOMES

The main outcomes of the RSC Meeting was made the following key decisions:

- Adoption of the proposed Terms of Reference (TOR) for the Regional Steering Committee (RSC), taking into account the proposed modifications as provided by the meeting.
- PEMSEA Resource Facility (PRF) to update the project organigram based on corrections and inputs from the meeting.
- PRF to revise the proposed TOR of the National Project Boards and share the draft with country project partners by first week of December 2019, to serve as an initial reference in convening the respective National Project Boards.
- National Project Boards to finalize their respective TOR taking into account the TORs for UNDP NIM Projects as well as the approved TOR for the RSC as references. The TORs from respective National Project Boards is targeted for completion by January 2020.
- Approval of the Regional Work Plan and Budget 2020.
- Approval of the proposed 6 percent execution fee by the PEMSEA Resource Facility, which will be applied beginning from 2020 up to end of project.
- Noted the Indonesia Work Plan and Budget 2020 as approved by the Indonesia National Project Board, as well as the proposed Work Plan and Budget 2020 of Timor Leste and Papua New Guinea subject to final approval by their respective National Project Boards.
- Allocation of at least one day for RSC meetings to provide ample time for presentations and facilitate better discussions.
- Ministry of Agriculture and Fisheries (MAF) of Timor Leste to finalize consultation and confirm the hosting of the RSC Meeting 2020 which was tentatively scheduled in October/November 2020.

ANNEX 1: Regional Inception Workshop Agenda, Participant list and Speech of Timor Leste representative in the Opening Ceremony

UNDP/GEF/ATSEA2/IW/2019/DOC01a

AGENDA

Date: 18 November 2019

08:30 – 09:00	Registration
09:00 – 09:30	Opening of the Workshop and Brief Introduction of Delegates <ul style="list-style-type: none">1.1 Welcome Remarks from UNDP Indonesia1.2 Remarks from PEMSEA1.3 Opening Remarks from Host Country1.4 Statements from the Governments of Timor Leste, PNG and Australia1.5 Statements from Partners and Stakeholders
09:30 – 09:40	1.0 Objectives of the Inception Workshop and Organizational Matters



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	Chair: Ms. Sophie Kemkhadze Deputy Resident Representative UNDP Indonesia
09:40 – 10:00	2.0 Background Presentation: Building on ATSEA 1 Accomplishments and Lessons Presenter: Mr. Iwan Kurniawan Program Manager for NRM Cluster UNDP Indonesia
10:00 – 10:30	3.0 Presentation of and Discussion on ATSEA 2 Project Structure: Overall Goals, Objectives, and Outcomes Presenter: Ms. Aimee Gonzales Executive Director PEMSEA
10:30 – 10:45	Coffee Break
10:45 – 12:00	4.0 Presentation of and Discussion on the Project Strategic Results Framework (SRF) Presenter: Ms. Kathrine Rose Aguilung Consultant PEMSEA
12:00 – 13:30	Lunch Break
13:30 – 15:00	5.0 Discussion on Stakeholders Partnership Forum and Partnerships Moderator: Dr. Jose Padilla
15:00 – 15:15	Coffee Break
15:15 – 16:00	6.0 Presentation of the Monitoring and Evaluation Requirements Presenter: Ms. Daranee Tattakorn UNDP Bangkok Regional Hub
16:00 – 16:30	7.0 Other Business
17:00	Closing Ms. Lazima Onta Bhatta Deputy Resident Representative UNDP Timor Leste

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ANNEX 2: Regional Inception Meeting list of participants include meeting agenda

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RSC Meeting Agenda

09:00 – 09:15	1.0	Opening of the Meeting and Organizational Matters 1.1 Welcome Remarks by UNDP Ms. Sophie Kemkhadze Deputy Resident Representative UNDP Indonesia 1.2 Highlights from the Inception Workshop Ms. Lazima Onta Bhatta Deputy Resident Representative UNDP Timor Leste
	2.0	Election of RSC Chair and Co-Chair
	3.0	Adoption of Meeting Agenda
09:15 – 10:45	4.0	Presentation and Adoption of the Terms of Reference of ATSEA2 Governance Mechanisms 4.1 Presentation of the Terms of Reference (TOR) for the RSC 4.2 Presentation of the Terms of Reference (TOR) for the National Project Boards Presenter: Ms. Kathrine Rose G. Aguilung PEMSEA Consultant
10:45 – 11:00		Coffee Break
11:00 – 12:00		Continuation of Agenda 4.0
12:00 – 13:00	5.0	Review and Approval of Project Work Plan and Budget 2019 – 2020 5.1 Regional Work Plan and Budget Presenter: Ms. Aimee Gonzales 5.2 National Work Plan and Budget of Indonesia, Timor Leste and Papua New Guinea Presenters: Country Representatives
13:00 – 13:15	6.0	Other Business
13:15 – 13:40	7.0	Meeting Recommendations/Next Steps 7.1 Review of the Key Agreements and Recommendations from the RSC 7.2 Venue and Dates for RSC 2020
13:40 – 14:00	8.0	Closing of the Meeting Country Statements/Reflections on the Inception Workshop and RSC Meeting Closing Statements from Chair, UNDP Indonesia, UNDP BRH and PEMSEA
14:00		Lunch Break
14:30 onwards		Field trip