



GEF Project Preparation Grant (PPG) Inception Workshop of the Project “Promoting the Blue Economy and Strengthening Fisheries Governance of the Gulf of Thailand through the Ecosystem Approach to Fisheries” (GoTFish Project)

Virtual Meeting, 8 September 2021, 9:00-15:00 (UTC+7:00)

Information Note for Participants

Registration

Please kindly register through

https://us06web.zoom.us/meeting/register/tZ0tdemsqT0qHd0HgiuGlcY2aau27PWb_6SM

Before 5 September 2021

You will receive the email confirmation and Zoom Meeting link for accessing through the meeting room on 8 September 2021. Please email to pattaratijit@seafdec.org in case you don't have the zoom meeting link on 8 September 2021.

Virtual Meeting Set-up (using Zoom Meeting)

Before a meeting starts

1. SEAFDEC Secretariat will perform as “host” of the meeting and will be responsible for checking and admitting participants through a waiting room. The host will be able to monitor all participants’ activities and enable/disable access to the meeting as appropriate.
2. The country delegates and representatives of invited organizations are requested to access the meeting 10-30 minutes before starting, by clicking the URL from the email invitation. Please wait in the waiting room until the host admits you to enter the room.
3. Please change your name setting, select the Rename and change to be “COUNTRY NAME- YOUR NAME”, “ORGANIZATION NAME- YOUR NAME” and display your country name plate and/or flag, organization name plate during the online meeting.
4. All delegates are requested to turn on the camera (video), however, if you are experiencing a delay signal, please turn it off. Please make sure the proper light setup (e.g. light from in front, not behind and balance your light).

During the meeting

5. All delegates are requested to keep the microphone on “**Mute**” mode, and click the “**Unmute**” button only when speaking/you are given the floor.

6. To request the floor, please click the “**Raise Hand**” icon and “**Lower Hand**” icon when you finish speaking.
7. If more than one delegate requests to speak, the Moderator/Chair will invite the country or organization to speak in the order the request is made. The delegates are kindly requested to speak only after they have been called upon by the Chair.
8. Delegates can also use the “**Chat**” icon in the toolbar to send text chat to all participants or privately to specific participants.
9. Please alert the SEAFDEC Secretariat team through chat box or e-mail to pattaratjit@seafdec.org and satana@seafdec.org if you are facing technical difficulties.

Contact persons

Technical matters

FAO

Ms. Angela Lentisco

Marine and Coastal Specialist

E-mail: angie.lentisco@gmail.com

SEAFDEC

Ms. Pattaratjit Kaewnuratchadasorn

Senior Policy Officer

E-mail: pattaratjit@seafdec.org

Urgent contact, add Whatsapp: +66859149939

Facebook Messenger: Pattaratjit

Kaewnuratchdasorn

Zoom Meeting Support

Mr. Satana Duangsawasdi

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