



RESULTS FROM THE TWENTY-SECOND MEETING OF INFORMATION STAFF PROGRAM

The Twenty-second Meeting of the SEAFDEC Information Staff Program (22 ISP Meeting) was organized on 29 November and 1 December 2021 through an online platform. During the 22 ISP Meeting, there were issues that required further discussion, notification, and supports from the SEAFDEC Department Chiefs' Meeting, as follows:

1. Monitoring of Information Strategies for Enhancing SEAFDEC Visibility and Communication in the Year 2021

- The 22 ISP Meeting reviewed the progress of the implementation of the Information Strategies (January-October 2021), and agreed to provide the updated information, to cover the period from January-December 2021, to the Secretariat by the end of January 2022.
- Departments were requested to explore the appropriate ways of making available, reports of events that are not yet published in their respective websites, after the completion of the events.

2. Production of Regular Information Materials in 2022

- The 22 ISP noted on the materials to be prepared/produced by the Secretariat in 2022:
 - SEAFDEC Annual Report 2021
 - Annual Compilation of Information Materials 2021
 - SEAFDEC Newsletter Vol. 45 (4 issues)
 - Special Publication "Fish for the People" Vol. 20 (3 issues)
 - SEAFDEC Calendar 2023
 - SEASOFIA 2022 (published by the CM54)
- Departments are requested to take note of the preparation/production timeframe and Focal Points from the Secretariat all Departments appears as Annex 1 and Annex 2; and provide contribution to the Secretariat accordingly.

3. SEAFDEC Special Publication "Fish for the People"

- Considering that SEAFDEC would celebrate the "International Year of Artisanal Fisheries and Aquaculture" (IYAFA) while the 19th Conference of the Parties to CITES will also be organized in 2022, the 22 ISP Meeting noted that specific issue(s) of "Fish for the People" in 2022 could be dedicated for such themes (*e.g.* IYAFA for SP20-2, and CITES for SP20-3, but the actual theme is also subject to availability of articles).
- Departments are requested to consider providing articles that are correlated to such themes

4. SEAFDEC Calendar 2023

- The 22 ISP Meeting suggested the following potential themes for the SEAFDEC Calendar 2023:
 - a) Emerging fisheries-related issues (sharks and rays, marine mammals, eels, COVID-19, marine debris, climate change, responsible fisheries, IUU, fish trade, gender, etc.)
 - b) Sustainable fisheries and the Blue Economy (sea farming, EAFM, livelihood, social well-being, habitats and resources, fuel efficiency, etc.)

- c) Inland fisheries and aquaculture (IFRDMD and AQD programs, GIS and RS application, etc.)
- o The DCM is requested to decide on the theme for SEAFDEC Calendar 2023.

5. Progress on Hosting Repositories

- o The 22 ISP Meeting noted that AQD has already procured the necessary equipment for hosting the repositories of the SEAFDEC Secretariat, TD, and MFRDMD; and it is anticipated that the migration of these repositories to the server at AQD would be complete by January 2022. SEAFDEC Secretariat, TD, and MFRDMD were suggested to extend the contracts of their existing repository servers until January 2022.
- o The DCM is requested to take note of the progress, and the suggested extension of the existing repository server of the SEAFDEC Secretariat, TD and MFRDMD until January 2022.

6. Guide for Writing and Editing Document and Publications (SEAFDEC Style)

- o The 22 ISP Meeting agreed on the updated revision of the “Guide for Writing and Editing Document and Publications (SEAFDEC Style)” (**Agenda 4.3 of DCM**) for submission to the DCM for approval; and requested the Secretariat to consider producing the printed booklet of SEAFDEC Style for usage by the staff.
- o The DCM is requested to consider approving the SEAFDEC Style for further usage by the staff.

7. Proposed Updated Text in the “Notice of Copyright”

- o Considering that the SEAFDEC materials has recently been uploaded and openly accessible, the 22 ISP Meeting agreed on the updated text for the “Notice of Copyright,” which the SEAFDEC Secretariat and Departments can use in their respective publications (or with modification to suit with their publications), as follows:

Notice of Copyright

Reference to this publication could be made provided that the publication is properly cited.

Electronic copy of this publication is also available at the SEAFDEC Institutional Repository (SIR), accessible through <http://repository.seafdec.org>. E-copy of the publication may be shared only for non-commercial purposes. However, public access to the e-copy of the publication could be made only through the publication URL in the SIR; and not through other domain without permission in writing from SEAFDEC.

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8. Others

- ***Moving toward e-publication***

- The 22 ISP Meeting discussed on the possibility of moving from producing publications, *i.e.* the “SEAFDEC Newsletter” and the “Fish for the People” in printed format to only electronic format through repository.
 - SEAFDEC Newsletter – although the publication could be disseminated in an electronic format, the printed format is still necessary for documentation purpose as well as for dissemination to visitors and some audience that may not be able to access to the electronic format. However, the number of required printed copies will be reconsidered by Departments.
 - Fish for the People – the printed format of this publication is still necessary for promotional purpose. Trial conversion of FFP to e-Pub could be done to see the feasibility without too much extra works and whether the format is favored by the audience.

- The DCM is requested to take note of the discussion on this matter.

- ***Encouraging the extensive use of icons of the ASEAN-SEAFDEC Resolution and Plan of Action***

- The Departments were encouraged to make use of the icons of the Resolution and Plan of Action on Sustainable Fisheries for Food Security for the ASEAN Region Towards 2030 including the icons of each component of the Plan of Action.

- The DCM is requested to consider this suggestion.

- ***Placing of SEAFDEC logos on SEAFDEC properties***

- The 22 ISP Meeting took note of the suggestion that the SEAFDEC logo should be placed and made visible on the properties of SEAFDEC, *e.g.* computer notebooks, vehicles, etc. However, the concern was raised on the possibility of such suggestion especially if the properties were procured using the budget of other donors. Therefore, the 22 ISP Meeting suggested that this matter should be brought up during the DCM for consideration.

- The DCM is requested to consider this suggestion.

Timeframe for preparation of information materials in 2022

Activity	Month (2022)											
	J	F	M	A	M	J	J	A	S	O	N	D
Regular Materials												
1. Annual Report 2021												
• Submission of Inputs from Depts.	*											
• Preparation of Draft Annual Report												
• Circulation to Departments												
• Preparation of SG's Presentation												
• Approval by the Council												
• Printing & Distribution												
2. Information Compilation Package												
• Compilation of inputs	*											
• Preparation of CD Rom Package												
• Distribution												
3. Newsletter (4 issues)												
• Submission of Inputs from Depts.	*			*			*			*		
• Preparation/finalization of Draft												
• Printing & Distribution												
4. Special Publication "Fish for The People" (3 issues)												
• Submission of Inputs from Depts.	*	*			*	*			*	*		
• Preparation/finalization of Draft												
• Printing & Distribution												
5. SEAFDEC Calendar 2023												
• Identification of Theme and preparation of outline												
• Compilation of Inputs												
• Preparation/finalization of Draft												
• Printing & Distribution												
Non-regular Materials	J	F	M	A	M	J	J	A	S	O	N	D
6. State of Southeast Asian Fisheries and Aquaculture (SEASOFIA) 2022												
• Finalization of Draft & layout												
• Printing & distribution												

* Submission of inputs from Departments

Focal point for coordination on information materials in 2022

SEAFDEC Annual Report 2021

Secretariat	Ms. Nualanong Tongdee
TD	Mr. Kongpathai Sarapaivanich
MFRD	Mr. Ong Yihang
AQD	Mr. Rex Delsar B. Dianala / Ms. Joesyl Marie dela Cruz
MFRDMD	Ms. Mazalina Ali
IFRDMD	Mr. Siswanta Kaban

Information Compilation CD-ROM 2021

	Mr. Satana Duangsawasdi
TD	Yanida Suthipol
MFRD	Mr. Ong Yihang
AQD	Mr. Rex Delsar B. Dianala
MFRDMD	Ms. Suriyana Yusof
IFRDMD	Mr. Arya Nugraha

SEAFDEC Newsletter (4 issues)

Secretariat	Ms. Sunutta Pudtal
TD	Mr. Kongpathai Sarapaivanich
MFRD	Mr. Ong Yihang
AQD	Dr. Edgar Amar/Mr. Rex Delsar Dianala
MFRDMD	Ms. Mazalina Ali
IFRDMD	Mr. Siswanta Kaban

Fish for the People (3 issues)

Secretariat	Mrs. Virgilia Sulit, Mrs. Shiela Villamor Chumchuen
TD	Mr. Kongpathai Sarapaivanich
MFRD	Mr. Ong Yihang
AQD	Dr. Leobert dela Peña / Ms. Joesyl Marie dela Cruz
MFRDMD	Ms. Mazalina Ali
IFRDMD	Dr. Dina Muthmainnah

SEAFDEC Calendar 2023

Secretariat	Ms. Nualanong Tongdee
TD	Mr. Kongpathai Sarapaivanich
MFRD	Mr. Ong Yihang
AQD	Mr. Rex Delsar B. Dianala
MFRDMD	Ms. Mazalina Ali
IFRDMD	Mr. Siswanta Kaban