



## OVERVIEW OF SEAFDEC REGULAR INFORMATION MATERIALS IN 2021

### REGULAR MATERIALS

With the aim to promote the activities of SEAFDEC as a whole and to enhance the visibility of the Center to wide audiences and public, the Secretariat is planning to prepare/produce following materials in 2021 in close collaboration with all SEAFDEC Departments:

#### 1. SEAFDEC Annual Report 2020

SEAFDEC Annual Reports has been annually produced to summarize the activities and achievements of SEAFDEC during a one-year period (January-December). The Draft Report would be submitted to the SEAFDEC Council during its annual meeting in following year, while the progress of activities undertaken by SEAFDEC also be reported by the Secretary-General to the Council. After endorsement by the Council, the Annual Report will be published and distributed, mainly to the Member Countries, fisheries-related organizations and network libraries.

##### Required Inputs:

The required inputs will be based on the structure of the Annual Report as discussed/agreed during the ISP Meeting. Tentative structure for Annual Report 2020 will be mainly categorized based on the SEAFDEC Strategies under the Resolution on the Future of SEAFDEC Towards 2030.

##### Working Schedule:

Departments are requested to submit **inputs (Part II and IV) by the end of January 2021.**

Number of Copies Produced: 1,000

##### Target Distribution:

	Copies	
1. Network Libraries	177	Distributed by Secretariat in Thailand and non-host countries
2. Organizations with collaborative arrangements	25	
3. Council, Alternate Council Directors, NCs	33	
4. Fisheries-related Organizations in Japan	46	
5. Fisheries-related Organizations in Thailand	65	
6. TD	200	For distribution in respective host countries
7. MFRD	40	
8. AQD	150	
9. MFRDMD	100	
10. IFRDMD	100	

#### 2. Annual Compilation of Information Materials 2020

In response to the request made by the SEAFDEC Council at its 38<sup>th</sup> Meeting, a CD Rom package, compiling all promotional information and technical reports/publications produced by the Secretariat and Departments during the one-year period (January-December), had annually been compiled and

provided to the SEAFDEC Council Directors, Alternate Council Directors, and National Coordinators during the annual SEAFDEC Council Meeting in order to serve as reference materials for usage by Member Countries. For 2021, instead of preparing package of CD-ROM, the compilation would be saved in Thumb Drive of Documents given to participants at the Council Meeting. Furthermore, the inputs would also be used for updating SEAFDEC information catalogue, and also made available in SEAFDEC repositories.

**Required Inputs:**

The Secretariat and Departments are requested to provide the available information based on the following categories:

<b>Main Categories</b>	<b>Required Inputs</b>
1. Technical/Scientific Materials/Manuals/Proceedings	Title, PDF file
2. Technical Articles and News	Title of article/news (Title of publication) , PDF file
3. Report of Events Organized by SEAFDEC	Title (Date and venue), PDF file
4. Annual Reports/Highlights	Title, PDF file
5. Newsletter/Periodical Publications	Title, PDF file
6. Promotional Publications/Flyers/Posters	Title, PDF file
7. Technical Articles' Bibliography	Bibliography
8. Photo of Events/Meetings	Title (Date and venue), photo in JPEG format

**Working Schedule:**

Departments are requested to submit inputs **by 15 February 2021**. The Information Compilation CD-ROM would be produced for distribution at the annual Meeting of the SEAFDEC Council (~April).

**Number of Copies Produced:** 60

**Target Distribution:**

	Copies of CD Rom
1. Participants from countries at Council Meeting	27
2. TD	10
3. MFRD	3
4. AQD	10
5. MFRDMD	5
6. IFRDMD	5

**3. SEAFDEC Newsletter**

The SEAFDEC Newsletter has been published for the purpose of disseminating information on SEAFDEC activities to the public and to enhance the visibility of the Center. Four issues of the Newsletter have been published annually: Quarter 1: covering the period from January-March, Quarter 2: April-June, Quarter 3: July-September, and Quarter 4: October-December.

**Required Inputs from Departments:**

In line with the structure, SEAFDEC Secretariat and Departments are requested to provide inputs (Article and pictures with caption) as follows:

- Events and activities under programs/projects (Departmental Programs, FCG Projects and Other Programs) – with details including results of the events/activities
- Other departmental activities, e.g. non-program activities, visits to Departments, attendant to events of other organizations, important research findings, etc.
- New highlighted publications
- List of up-coming events (Date, venue, event title, organizer)
- Article for Special Report (Centerfold): to be provided by Sec and Departments on rotational basis

Working Schedule:

The Newsletter is to be published for 4 issues a year. Departments are requested to submit inputs **by the first week after the Newsletter quarter** (e.g. for quarter of January-March 2021, inputs should submit by first week of April 2021)

Although the schedule for compilation/layout of the Newsletter could subject to submission of inputs from Departments, it is targeted that the final copy should be available by one and a half months after the quarter.

Number of Copies Produced: 1,600

Target Distribution:

	Copies	
1. Network Libraries	170	Distributed by Secretariat
2. Organizations with collaborative arrangements	25	
3. Council, Alternate Council Directors, NCs	178	
4. Fisheries-related Organizations in Japan	46	
5. Fisheries-related Organizations in Thailand	65	
6. Individual recipients	75	
7. TD	100	For distribution in respective host countries and during department's events
8. MFRD	80	
9. AQD	450	
10. MFRDMD	80	
11. IFRDMD	80	

**4. Special Publication “Fish for the People”**

The Special Publication “Fish for the People” was published since 2003 with the main objectives of promoting sustainable fisheries for food security in the ASEAN region. The main sources of articles are SEAFDEC programs of activities, Member Countries, and other fisheries-related international/regional organizations with activities towards the promotion of sustainable fisheries. The publication is produced in an easy reading style, targeting not only the technical people but also the non-technical including policy makers, young scientists and managers and others who are interested in the fisheries issues in ASEAN region.

Required Inputs

Inputs could be submitted to the Managing Editor (Ms. Virgilia T. Sulit: [sulit@seafdec.org](mailto:sulit@seafdec.org) and Mrs. Shiela Villamore Chumchuen: [shiela@seafdec.org](mailto:shiela@seafdec.org)) through the contributing editors of each Department.

Working Schedule:

The Special Publication is to be published 3 issues a year. However, the schedule is adjustable according to availability of articles, and submission of articles from authors.

Number of Copies Produced: 1,500

Target Distribution:

	Copies	
1. Network Libraries	170	Distributed by Secretariat in Thailand and non-host countries
2. Organizations with collaborative arrangements	25	
3. Council, Alternate Council Directors, NCs	178	
4. Fisheries-related Organizations in Japan	46	
5. Fisheries-related Organizations in Thailand	56	
6. Individual recipients	60	
7. TD	200	For distribution in respective host countries and during department's events
8. MFRD	80	
9. AQD	250	
10. MFRDMD	100	
11. IFRDMD	80	

**5. SEAFDEC Calendar 2022**

SEAFDEC has annually produced Calendar in order to promote the visibility and activities of the center. The Theme for SEAFDEC Calendar 2022 is subjected to discussion at ISEP Meeting and further consultation during the SEAFDEC Department Chiefs' Meeting.

Required Inputs from Departments:

After confirmation of the theme, the draft outline, content and layout would be prepared by the Secretariat in close collaboration with relevant departments. Departments are requested to provide inputs (text and photographs), particularly for the subject that falls under their technical disciplines, for further consolidation by the Secretariat.

Working Schedule:

After agreement on the Calendar Theme (by July-August), Departments are requested to submit their respective input by September, so that the Calendar could be produced and distributed by the Program Committee Meeting, and sent to all Departments before the end of the year.

Number of Copies Produced: 3,000 (*subject to special events/request from Departments, etc.*)

Target Distribution:

	Copies	
1. Council, Alternate Council Directors, NCs	150	Distributed by Secretariat
2. Organizations with collaborative arrangements	25	
3. Fisheries-related Organizations in Japan	100	
4. Fisheries-related Organizations in Thailand	200	
5. Individual recipients	150	
6. TD	1,000	For distribution in respective host countries
7. MFRD	70	
8. AQD	600	

9. MFRDMD	300	
10. IFRDMD	200	

## NON-REGULAR MATERIAL

### 1. Southeast Asian State of Fisheries and Aquaculture (SEASOFIA) 2022

The Southeast Asian State of Fisheries and Aquaculture” or “SEASOFIA” aims to provide platform for compilation of synthesized data and information generated from various programs of activities, incorporating other data and information available in the region, in order to provide better understanding on the status and trends of fisheries and aquaculture of the region. Also included in the publication are selected fisheries-related issues/challenges and the outlook of fisheries and aquaculture, in order to raise awareness of countries in the region in response to the anticipated issues. The publication was first published in 2012, and then in 2017. The next issue is scheduled to be published in 2022.

#### Required Inputs from Departments:

The required inputs will be based on the structure of the publication, which should comprise sections as follows:

Section I: Status and Trends of Capture Fisheries and Aquaculture in Southeast Asia	Secretariat – based on synthesis from statistics bulletin Departments – based on results of projects that aim to collect data on status of fishery resources
Section II: Issues and Challenges in Sustainable Fisheries Development of the Southeast Asian Region	Secretariat and Departments – synthesis on regionally-important issues and challenges, based on their respective competence
Section III: Outlook of Fisheries and Aquaculture for the Southeast Asian Region	Secretariat to write-up a draft on anticipated future issues

*(Note: Detailed content is to be further identified)*

#### Working Schedule:

To facilitate preparation of inputs from all Departments, the outline of the SEASOFIA (including questionnaire to gather necessary inputs from the AMSs) was discussed at Inter-Departmental Consultation conducted in 2020, and the outline will be submitted to the 43<sup>rd</sup> PCM in 2020. Departments are requested to prepare and submit the draft content by mid 2021, for consolidation by the Secretariat. Final draft should be available for circulation to Member Countries by the end of 2021 before publishing in early 2022.

Number of Copies Produced: 1,000

#### Target Distribution:

	Copies	
1. Network Libraries	170	Distributed by Secretariat in Thailand and non-host countries
2. Organizations with collaborative arrangements	25	
3. Council, Alternate Council Directors, NCs	33	
4. Fisheries-related Organizations in Japan	46	
5. Fisheries-related Organizations in Thailand	56	
6. Individual recipients	60	
7. TD	100	For distribution in respective

8. MFRD	20	host countries and during department's events
9. AQD	100	
10. MFRDMD	50	
11. IFRDMD	40	

**TIMEFRAME**

Activity	Month (2021)											
	J	F	M	A	M	J	J	A	S	O	N	D
<b>Regular Materials</b>												
<b>1. Annual Report 2020</b>												
• Submission of Inputs from Depts.	■											
• Preparation of Draft Annual Report		■										
• Circulation to Departments			■									
• Preparation of SG’s Presentation			■									
• Approval by the Council				CM								
• Printing & Distribution					■	■						
<b>2. Information Compilation Package</b>												
• Compilation of inputs	■	■										
• Preparation of CD Rom Package		■	■									
• Distribution				CM								
<b>3. Newsletter (4 issues)</b>												
• Submission of Inputs from Depts.	■			■			■			■		
• Preparation/finalization of Draft	■			■			■			■		
• Printing & Distribution		■			■			■			■	
<b>4. Special Publication “Fish for The People” (3 issues)</b>												
• Submission of Inputs from Depts.	■	■			■	■		■	■			
• Preparation/finalization of Draft			■			■				■	■	
• Printing & Distribution				■			■					■
<b>5. SEAFDEC Calendar 2021</b>												
• Identification of Theme and preparation of outline							■					
• Compilation of Inputs								■	■			
• Preparation/finalization of Draft										■		
• Printing & Distribution											PCM	

Non-Regular Materials	Year											
	2020				2021				2022			
<b>6. SEASOFIA 2022</b>												
• Preparation of outline			*	PCM								
• Compilation of Inputs					CM	■	■	PCM				
• Preparation/finalization of Draft									■	CM		
• Printing & Distribution											■	

\* Inter-Departmental discussion on outline of SEASOFIA 2022

## Focal point for coordination on information materials in 2021

### SEAFDEC Annual Report 2019

Secretariat	<b>Ms. Nualanong Tongdee &amp; Ms. Saivason Klinsukhon</b>
TD	Mr. Kongpathai Sarapaivanich
MFRD	Mr. Ong Yihang
AQD	Mr. Rex Delsar B. Dianala / Ms. Joesyl Marie dela Cruz
MFRDMD	<b>Mr. Ahmad Ali - Ms. Mazalina Ali</b>
IFRDMD	Mr. Siswanta Kaban

### Information Compilation CD-ROM 2019

Secretariat	<b>Mr. Satana Duangsawadi</b>
TD	Ms. Namfon Imsamran
MFRD	Mr. Ong Yihang
AQD	Mr. Rex Delsar B. Dianala
MFRDMD	Ms. Suriyana Yusof
IFRDMD	Mr. Arya Nugraha

### SEAFDEC Newsletter

Secretariat	<b>Ms. Sunutta Pudtal &amp; Ms. Saivason Klinsukhon</b>
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

Secretariat	<b>Mrs. Virgilia Sulit, Mrs. Shiela Villamor Chumchuen</b>
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 20021

Secretariat	<b>Ms. Nualanong Tongdee</b>
TD	Mr. Kongpathai Sarapaivanich
MFRD	Mr. Ong Yihang
AQD	Mr. Rex Delsar B. Dianala
MFRDMD	<b>Mr. Ahmad Ali - Ms. Mazalina Ali</b>
IFRDMD	Mr. Siswanta Kaban

### SEASOFIA 2022

Secretariat	<b>Ms. Saivason Klinsukhon / Ms. Nualanong Tongdee</b>
TD	Ms. Panitnard Taladon
MFRD	Mr. Ong Yihang
AQD	Ms. Joesyl Marie dela Cruz
MFRDMD	<b>Mr. Ahmad Ali - Ms. Mazalina Ali</b>
IFRDMD	Dr. Dina Muthmainnah