



**First Regional Project
Steering Committee
Meeting**

WP01

Blue Horizon: Ocean Relief
through Seaweed
Aquaculture Project
Bangkok, 27-28 November
2025

Provisional Prospectus and Agenda

I. Background

Blue Horizon: Ocean Relief through Seaweed Aquaculture is a project funded by the Global Environment Facility (GEF) and officially endorsed by the GEF CEO in July 2022. The project has been allocated USD 6 million for implementation over a four-year period (2024–2028)¹. The institutional arrangement for the project includes WWF as the GEF Agency, the Southeast Asian Fisheries Development Center (SEAFDEC) as the Lead Regional Executing Agency (its Secretariat in Bangkok, Thailand will host the Project Management Unit (PMU), the Bureau of Fisheries and Aquatic Resources (BFAR) of the Philippines and the Department of Fisheries and Surveillance (DFiS) of Viet Nam as the project executing partners in the Philippines and Viet Nam, respectively, and a Project Steering Committee.

The project comprises four components: 1) Regional approach and capacity for seaweed value chains in Southeast Asia; 2) Enabling Environment for Seaweed Aquaculture in the Philippines and Viet Nam; 3) Seaweed Value Chains (production, processing, and marketing); and 4) Knowledge Management, M&E, and IW Learn (regional). The PMU SEAFDEC will specifically carry out Component 1 and 4 that focus on the development of regional plans and principles of responsible seaweed aquaculture, including a toolkit to guide the application of the principles in developing standards of product, environmental protection, and operational safety. The outputs from component 1 and 4 are expected to foster a harmonized approach across the region. Meanwhile, DOF Viet Nam and BFAR Philippines will implement Component 2 and Component 3 that focus on the development national components of seaweed aquaculture and its value chains.

Under **Component 4**, the project will facilitate the establishment of a Project Steering Committee (PSC) to serve as the oversight, advisory, and support body for the project. The PSC will consist of representatives from the Ministry of Agriculture and Environment (VN), Department of Agriculture (PH), Department of Environment and Natural Resources (PH), Seaweed Industry Association of the Philippines, and SEAFDEC. A representative (s) from WWF, as the GEF Agency, will hold an “observer status” in the Project Steering Committee.

¹ SEAFDEC’s activities will be completed within this period, while implementation in the Philippines and Viet Nam will extend to 2029.

The PSC is responsible for approving annual work plans and budgets, as well as any strategic changes, and ensures that the project remains on track to deliver tangible environmental and socio-economic benefits at both the country and regional scales. The PSC meeting sessions will be organized both virtual and in person.

The PMU SEAFDEC organized an online Inception Workshop on 14 August 2025 to bring together all key stakeholders, including the implementing agency and executing agencies, BFAR/PH and DFiS/VN. The workshop was aimed to kick off the project and engage a broader audience in its objectives and activities, discuss the project's objectives, components, implementation strategies, and expected outcomes.

In line with the framework of the project and as follow up the Inception Workshop, the Project Management Unit (PMU) will organize 1st Project Steering Committee (PSC) to discuss project implementation together with proposed PSC members from Viet Nam and the Philippines. The PMU SEAFDEC will promote gender-balanced representation within the PSC, supporting women's engagement in leadership roles, and ensure that gender perspectives are incorporated into project planning, implementation, and evaluation.

II. Objectives of the 1st PSC Meeting

The objectives of the 1st PSC meeting are:

1. To provide an overview and status of the Project
2. To finalize and adopt the Terms of Reference of the Project Steering Committee (PSC).
3. To finalize and adopt the Terms of Reference of the Seaweed Technical Working Group (S-TWG)
4. To review and confirm key elements that amended in the approved project document (memorandum dated 28 March 2024)
5. To review and approve work plan and budget of executing agencies
6. To discuss and provide suggestion on contingency plans for addressing project implementation delays.
7. To refresh the content of Gender Action Plan and Stakeholder Engagement Plan of the project
8. To review the communication strategy and plans
9. To review the M&E system and plan

III. Expected outputs

1. Adoption of the Terms of Reference for the Project Steering Committee (PSC).
2. Adoption of the Terms of Reference of the Seaweed Technical Working Group (S-TWG)

3. Confirmation on key elements that amended to previously approved project document (memorandum dated 28 March 2024)
4. Approval of the consolidate Annual Work Plan and Budget.
5. Suggestions on contingency plans for addressing project implementation delays.
6. Suggestions on the content of Gender Action Plan and Stakeholder Engagement Plan.

IV. Participants

The PSC members will consist of well-balance representatives from target countries and agencies with equal representation men and women, comprising:

1. Ministry of Agriculture and Environment of Viet Nam²
 - a. Ms. Nguyễn Vũ Mai Anh, DFiS Viet Nam
 - b. Ms. Le Anh, Deputy Head, Environmental Control Division
2. Ms. Drusila Esther E. Bayate, CESO IV Undersecretary for Fisheries Department of Agriculture of the Philippines
3. Mr. Ernesto D. Adobo, Jr., Undersecretary and Deputy Head of OETF Organizational Transformation and Human Resources Department of Environment and Natural Resources of the Philippines
4. Mr. Alfredo Pedrosa III, Chairman of SIAP (Seaweed Industry Association of the Philippines)
5. Mr. Koichi Tahara, Deputy Secretary General SEAFDEC Secretariat

Meanwhile, the first PSC meeting will also invite observers, comprising:

1. Mr. Dan D. Baliao, Chief of Office AQD
2. Ms. Ida T. Capacio, National Project Focal Point
3. Mr. Duy Nguyen Phuong, WWF Viet Nam
4. Dr. Worawit Wanchana, PPC SEAFDEC Secretariat
5. Ms. Jariya Sornkliang, Gender Focal Point SEAFDEC Secretariat
6. Mr. Beverly S. San Juan, RFPN for the Philippines
7. Ms. Dan Thi Thu Quynh, RFPN for Viet Nam
8. Mr. Muhamad Nour, Project Manager/Technical Advisor
9. Mr. Joseph Faisan/Technical Specialist
10. Ms. Onjira Korboon, Policy Officer

V. Meeting Venue

The meeting will be held at Solitaire Hotel Sukhumvit Bangkok, Thailand during a period of 27 – 28 November 2025.

² The PSC will invite two representatives from MAE Viet Nam

VI. Provisional Agenda and Timetable

Time	Agendas	Annotation
Day 1 – 27 November 2025		
08.30-09.00	Registration	
09.00-09.30	<p>Agenda 1: Opening of the Meeting</p> <ol style="list-style-type: none"> 1. Welcome Remarks by SEAFDEC 2. Country Remarks by BFAR/PH 3. Country Remarks by DFiS/VN <p>Self-Introduction of Participants</p>	<p>After remarks delivered by each agency. MC invites the participants to introduce themselves</p> <p>PM to draft opening remarks for DSG</p>
09.30-09.45	<p>Agenda 2: Introduction, Objectives and Adoption of the Agenda</p> <ol style="list-style-type: none"> 2.1 Brief Explanation on Workshop’s objectives, Workshop’s Agenda and arrangement 2.2 Any other issues for the attention of PSC or the secretariat 	<p>For the 1st PSC Meeting, SEAFDEC Deputy Secretary-General will please Dr. Worawit to chair the Meeting and PM is Secretariat and Rapporteur of the Meeting. PM will present Agenda 2</p> <p>After presentation, the Meeting is invited to adopt the Agenda and/or provide suggestions for other issues to be discussed.</p>
09.45-10.00	Agenda 3: Project Overview and Status	<p>PM present brief information on the Project information and the status.</p> <p>The Meeting is invited to take note.</p>
10.00-10.30	<p>Agenda 4: Consideration and Adoption of the Terms of Reference and Rules of Procedure for the Project Steering Committee (PSC)</p> <p>4.1 Membership of the committee</p>	<p>PM present the draft ToR PSC, rules and procedures.</p> <p>Chairperson: the Meeting is requested to</p>

	<p>4.2 Chairperson and a Vice-Chairperson</p> <p>4.3 Terms of reference of the committee</p> <p>4.4 Rules of procedure</p> <p>4.5 Meeting arrangements</p>	<p>consider and adopt the TOR of PSC</p> <p>PM will make PPT</p>
10.30-11.00	Group Photo and Coffee break	
11.00-12.00	<p>Agenda 5: Report on the outcomes of the Inception Workshop including recommendations from the Inception Workshop</p> <p>Q&A</p>	<p>PM reports the outcomes of the Inception Workshop including recommendations from the Inception Workshop and immediate actions suggested from the Inception Workshop. The PSC Members are requested to consider, agree and provide observation, comments and advice.</p> <p>PM to present key recommendations of Inception Workshop</p>
12.00 – 13.00	Lunch break	
13.00 - 13.30	<p>Agenda 6: Review of the memorandum dated 28 March 2024 on Amendment to previously approved documents under the WWF/GEF Project: Blue Horizon: Ocean Relief through Seaweed Aquaculture</p>	<p>SEAFDEC informs the Meeting on the adjustments to the CEO endorsed project documentation e.g. fund and reporting flow, overall budget). The Meeting is requested to take note.</p> <p>PM to present this agenda 6</p>
13.30-14.15	<p>Agenda 7: Consideration and adoption of the membership and draft Terms of Reference for the Seaweed Technical Working Group (S-TWG)</p>	<p>PM presents the draft Terms of Reference for the Seaweed Technical Working Group (S-</p>

		TWG). The Meeting is requested to consider and adopt the Terms of Reference for the Seaweed Technical Working Group (S-TWG).
14.15-15.00	Agenda 8: Consideration and Approval of Consolidated Annual Workplan and Budget 8.1 SEAFDEC 8.2 BFAR/PH	PM to present the draft consolidated Annual Workplan and Budget. The Meeting is requested to consider and approve the Annual Workplan and Budget. BFAR PH to give update on the agreement
15.00 – 15.30	Coffee Break	
15.30 – 16.00	Agenda 9: Annual Co-finance letter	PM will present the submission of Annual Co-finance Letter. The Meeting is requested to adopt the Annual Co-finance letter
16.00 – 16.30	Agenda 10: Finance progress SEAFDEC BFAR	PM to present actual spending and remaining budget of SEAFDEC and BFAR to provide update on the grant agreement (bank account) The Meeting is requested to take note of the financial status of each agency
16.30 – 17.00	Closing Day 1 Evaluation Day 1	PMU to provide feedback form for participants
Day 2 – 28 November 2025		

08.30 – 09.30	Agenda 11: Discussion on the contingency plans for addressing project implementation delays.	PM will moderate this Agenda to come up with the recommendation on contingency plans for addressing project implementation delays the. The Meeting is requested to take note.
09.30 – 10.30	Agenda 12: Refresh the Gender Action Plan and Stakeholder Engagement Plan	PM and SEAFDEC's Gender focal point to moderate the agenda. The Meeting will review the Gender Action Plan.
10.30 – 10.45	Coffee break	
10.45 – 11.45	Agenda 13: Conclusion and next steps and Endorsement of PSC recommendations: 13.1 Summary of major discussion and recommended action points and follow-up actions 13.2 Endorsement of the recommendations 13.3 Discuss and propose next PSC meeting (date and venue)	PM presents the summary of major discussion and recommended action points and follow-up actions. The Meeting is requested to adopt the recommendation. The Meeting is invited to consider the date and venue of the next PSC meeting
11.45 – 12.00	Agenda 14: Closing of the Meeting	MC will invite DSG SEAFDEC Secretariat to convey closing remarks