

TENTH MEETING OF PARTNERS TO THE PARTNERSHIP FOR EAST ASIAN – AUSTRALASIAN FLYWAY
Changjiang, P.R. China, 10-14 December 2018



Document 7

Report of the Secretariat Budget and Activities 2017-2018

Submitted by EAAFP Secretariat

Partners at MoP10 are requested to review the Report for the Secretariat's budget and activities 2017 - 2018 and provide comments where appropriate.

1. Introduction

The Government of Incheon Metropolitan City has been hosting the EAAFP Secretariat in Song-do (Incheon, R.O. Korea) since May 2009 and from that time, the City Government has been generously providing around USD450,000 annually (allowing for currency fluctuations), to cover the cost of operation of the Secretariat and for EAAFP Partnership activities.

The EAAF Secretariat has one Finance Officer, kindly seconded from the Government of Incheon Metropolitan City, to manage the budget working under the supervision of the Chief Executive. Advice on budgetary issues is also provided by the Finance Sub-Committee and the Secretariat is grateful for their continued support.

The EAAFP Secretariat follows the fiscal year of the R.O. Korea that starts on 1st January and ends on 31st December. The Secretariat maintains accurate and detailed financial records of its operations that are inspected by an international independent auditor, BDO LLC and their annual auditor's report can be made available to Partners for inspection [[2017 auditor's report](#)].

Due to the broad range of activities of the EAAFP with numerous Partners implementing actions from the agreed Strategic Plan, a biennial Meeting of Partners as the highest governing body with a number of subsidiary bodies such as the Management Committee, Finance Sub-Committee and Technical Sub-Committee, and also Working Groups and Task Forces, this report and plan will restrict itself to the finances and activities of the EAAFP Secretariat alone.

2. Report on activities 2017 – 2018

During the reporting period, the Democratic People's Republic of Korea and the Paulson Institute joined the Partnership, bringing the total number of Partners to 37. At the same time, four new sites were

formally added to the Flyway Site Network with DPR Korea (2), New Zealand (2), bringing the total to 139 Flyway Network Sites altogether. At the time of writing, another three sites are in the process of being added in Bangladesh (1), Cambodia (1), Myanmar (2) and RO Korea (1).

The Secretariat was sad to lose a number of experienced staff over the reporting period and it took time to find a suitable replacements and for them to begin work. Staff changes included that of the Chief Executive (departure in October 2017 and replaced in March 2018), Finance Officer (departure in July and replaced in September 2017), Programme Officer (departure in July and replaced in December 2017) and Communication Officer (departure in April and replaced in September 2018). Following Decision MOP9/D4, a Fundraising Manager was hired in November 2017 with generous funding support from the Government of Japan to help contribute towards the cost of the position.

The Secretariat was able to maintain four interns although there were regular changes since each intern only works on a 6-month contract. The Internship Programme is generously supported by Incheon Metropolitan City government and the Korea Environment Corporation, with small additional support from the EAAFP Secretariat.

A number of short-term consultants were hired to work on specific projects, such as to oversee the website server moving to a new hosting company, the Knot Art Competition and other CEPA activities when the full-time Communication Officer position was vacant, and to support the administrative work in the run-up to MOP10. The cost of these consultant came from the saving in the budget line for salaries due to the time taken to replace staff who had left.

The Technical Sub-Committee was also established following Decision MOP9/D7 and held their first meeting in March 2018. They then held a number of further meetings and details can be found in Draft Decision DD.4.

3. Report on finances and 2017 - 2018

3.1 Income

In 2017 and 2018, the Government of Incheon Metropolitan City continued their generous financial support for the hosting of the EAAFP Secretariat and the activities of the Partnership.

Annex 1 presents the income received in 2017 and 2018 (up until 10 August 2018) which was USD570,395 and USD 525,909 respectively. These amounts were mainly made up by the contribution from the Government of Incheon Metropolitan City, accounting for some 79% to 86% of the income received in the two years respectively.

A number of Partners also generously provided voluntary contributions in 2017 and 2018, namely the Governments of Japan, Korea, R.O. (Ministry of Environment), Singapore, USA, and as well as the International Crane Foundation (ICF) and the Wildfowl and Wetlands Trust (WWT). There were also a number of donations, such as from National Geographic, Korea South-East Power Co. and from Chadwick International School (Incheon).

3.2 Expenditure and underspend

Annex 2 reports on expenditure for 2017 and 2018 under three main categories a), Secretariat operations b), Personnel expenditure and c), Partnership activities. It can be seen that there will be an underspend in each of these three categories, especially for Personnel expenditure (USD228,390 as of 10 August 2018) and for Partnership activities (USD470,751 as of 10 August 2017). This underspend will have been reduced by the end of 2018 because of planned activities that will take place in the remaining four months of 2018, e.g. to cover the cost of holding various workshops and especially MOP10.

The main reason for the underspend is due to the funds saved from the departure of a number of staff in the Secretariat and the time taken for the replacement to begin work. For example, the previous Chief Executive departed in October 2017 and his replacement arrived at the end of March 2018, while the Communication Officer departed in April 2018 and her replacement arrived at the end of September 2018. This would account for the underspend in the Personnel Expenditure category. The absence of key staff in the Secretariat who would normally work with Partners, Working Groups and Task Forces to develop activities meant that fewer activities were funded and conducted which would then account for the underspend in the Partnership activity category.

After the arrival of the new Chief Executive, the Secretariat has become more active again in supporting Partners, Working Groups and Task Forces to designating new Flyway Network Sites, holding meetings, and supporting conservation and research projects and awareness programs through making available small grants. Despite these efforts though, there will still be some underspend and these funds will be carried over to 2019 to implement those projects that were planned in 2018 but which have not yet been undertaken.

More details on the activities undertaken by the Secretariat following their 2017 and 2018 workplan can be found in MOP10/Document 2 'Report on Implementation by the EAAFP Secretariat'.

The Partners attending the 10th Meeting of Partners to the EAAFP are requested to review the Financial Report for 2017-2018 and provide comments where appropriate.

Annex 1

Income 2017-2018 (as of 10 August 2018)

Fund source		2017 (USD)	2018 (USD)
ICG Core Operational Funds	Total	450,442	450,442
Incheon City Government	Partnership Activity (PA)	134,513	134,513
	Secretariat Operation (SO)	94,690	94,690
	Personnel Expenditure (PE)	221,239	221,239
Partner's Funds	Total	115,090	82,604
	R.O. Korea	61,947	66,372
	Japan	35,128	-
	New Zealand	-	2,000
	Singapore	1,995	-
	USA	10,000	14,233
	NGO partner-ICF	2,020	
	NGO partner-WWT	4,000	-
Private Donations	Total	4,863	9,095
	Donation from Chadwick School	438	245
	Korea South-East Power Co. (PA)	4,425	
	National Geographic Society		8,850
Year Net Income Total		570,395	542,141
Carried over from ~2016+Miscellaneous fund Total			588,266
Grand Total (USD)			1,700,803

Annex 2

Budget report 2017-2018 (as of 10 August 2018)

Category		2017 Budget (USD)			2018 Budget (USD)				
		2017 Budget	2017 Expenditure	2017 Surplus	2018 Budget	2018 Total	Expenditure (Jan-Aug 2018)	Expenditure (Sep-Dec 2018)	Balance
Secretariat operations (SO)									
Office Management	Services, printing, etc.	30,973	22,799	8,174	30,973	39,148	12,003	22,181	4,964
Office Maintenance	Communication, postage, etc.	37,168	33,205	3,963	37,168	41,131	26,948	5,904	8,279
Office Equipment	Vehicle, Computer, etc.	26,549	20,350	6,199	26,549	32,747	11,730	16,440	4,577
sub-total		94,690	76,354	18,336	94,690	113,026	50,681	44,525	17,820
Personnel expenditure (PE)									
Staff's Salary, Insurance and Miscellaneous Expenditure		240,708	195,807	44,901	298,605	343,507	129,870	95,708	117,929
sub-total		240,708	195,807	44,901	298,605	343,507	129,870	95,708	117,929
Partnership activity (PA)									
Objective 1	Develop Flyway Network Sites	20,000	1,858	18,142	20,000	38,142	3,298	26,255	8,588
Objective 2	CEPA	60,000	55,430	4,570	100,000	104,570	43,404	18,636	42,463
Objective 3	Research, monitoring, knowledge generation and exchange	70,000	9,073	60,927	40,000	100,927	7,814	11,504	81,609
Objective 4	Capacity Building	110,000	48,145	61,855	145,000	206,855	40,280	70,471	96,485
Objective 5	Flyway-wide approaches	90,000	9,983	80,017	70,000	150,017	43,506	21,595	84,600
sub-total		350,000	124,491	225,509	375,000	600,509	138,302	148,461	313,746
Total (USD)		685,398	396,651	288,747	768,295	1,057,042	318,853	288,695	449,495

Annex 3

Financing the Secretariat workplan 2017-2018 (as of 10 August 2018)

Objective	Description of activity	2017 Budget (USD)			2018 Budget (USD)			Balance	
		2017 Budget	2017 Expenditure	2017 Surplus	2018 Budget	2018 Total	2018 Expenditure	as of 10 August, 2018	Predicted by end 2018
Objective 1: Develop FNS	Activity 1.1 Provide advice and technical support to new Flyway Network Site nomination and completion of SIS forms and update info on all FNS for MOP10 through workshops and consultancies	20,000	1,858	18,142	20,000	38,142	3,298	34,843	8,588
	subtotal	20,000	1,858	18,142	20,000	38,142	3,298	34,843	8,588
Objective 2: CEPA	Activity 2.1 Maintain and update website, including different language pages, and social media, including website maintenance and software, newsletter distribution, international interns support for translation	10,000	8,917	1,083	10,000	11,083	4,731	6,352	0
	Activity 2.2 Update, produce and distribute CEPA materials, including videos, brochures, posters and other awareness raising materials.	10,000	10,411	(-411)	10,000	9,589	5,360	4,229	0
	Activity 2.3 Promote World Migratory Bird Day events and global campaigns in Flyway countries, including videos, posters, flyers and other materials for EAAF and providing WMBD Small Grants to Flyway site managers and CEPA collaborators in EAAF	25,000	25,181	(-181)	25,000	24,819	23,242	1,577	0
	Activity 2.4 Staff travel to participate in international forums, e.g. Ramsar and CMS COPs, through presentations, partner meetings, side-event etc	15,000	10,987	4,013	15,000	19,013	9,805	9,208	3,525
	Activity 2.5 Hold Flyway-wide Youth Forum in 2018 for young people from Flyway countries around specific themes, and developing flyway conservation leadership skills and knowledge: the activity will try to leverage funds from Partner and others				40,000	40,000	265	39,735	38,938

	subtotal	60,000	55,497	4,503	100,000	104,503	43,434	61,100	42,463
Objective 3: Research, monitoring, knowledge generation	Activity 3.1 Consultancy to develop technical training manual, starting with on-line materials at different levels, that can be adapted to needs of general public, site managers and trainers, linked to species and site pages in 2016, some translation in 2017	40,000	-	40,000	10,000	50,000	0	50,000	50,000
	Activity 3.2 Small grant support for EAAFP Working Groups and Task Forces, e.g. for meetings, surveys, materials, etc.	30,000	9,073	20,927	30,000	50,927	7,814	43,114	31,609
	subtotal	70,000	9,073	60,927	40,000	100,927	7,814	93,114	81,609
Objective 4: Capacity Building	Activity 4.1 International Flyway Site Manager Workshop, to bring together and share best practice for site management in the Flyway				40,000	40,000	29,621	10,379	10,379
	Activity 4.2 National Flyway Site Manager Workshop held jointly with Government Partner, ideally to support the Government Partners to update their Site Information Sheets (SIS)	35,000	0	35,000	35,000	70,000	-	70,000	70,000
	Activity 4.3 Mainstream Flyway objectives to Ramsar site managers and related national stakeholders through international and national Site Manager Workshops organized by Ramsar Regional Centre-East Asia, on which Secretariat can "piggyback" for increased cost-effectiveness	20,000	-	20,000	20,000	40,000	-	40,000	16,106
	Activity 4.4 Support to build Incheon NGO multi-stakeholder partnership, through grants for workshops, training, communication initiatives	15,000	15,083	(-83)	15,000	14,917	8,956	5,961	0
	Activity 4.5 Organize MOP9 (Jan 2017) and prepare for MOP 10 through 2018	40,000	32,680	7,320	35,000	42,320	1,704	40,616	0
	subtotal	110,000	47,763	62,237	145,000	207,237	40,280	166,956	96,485
Objective 5: Flyway-wide approaches	Activity 5.1 Support Yellow Sea studies and workshops, building on IUCN Res 28 and 42, World Heritage nomination and other initiatives focused on Yellow Sea, such as China Blueprint	25,000	9,983	15,017	25,000	40,017	7,895	32,122	24,072
	Activity 5.3 Workshop to develop Strategic Plan	30,000	-	30,000	-	30,000	21,789	8,211	8,211
	Activity 5.4 Support Finance Sub-Committee meeting				30,000	30,000	8,140	21,860	9,377
	Activity 5.5 Support SE Asia Network meeting to further develop and follow up on proposals and plan of work	20,000	-	20,000	-	20,000	-	20,000	20,000

	Activity 5.6 Follow up with other international projects, e.g. Arctic Migratory Bird Initiative, Northeast Asia Sub-regional Program for Environmental Cooperation, Yellow Sea Large Marine Ecosystem Project, mainly staff travel and costs	15,000	316	14,684	15,000	29,684	5,682	24,002	22,940
	Subtotal (USD)	90,000	10,299	79,701	70,000	149,701	43,506	106,194	84,600
	Grand total (USD)	350,000	124,491	225,509	375,000	600,509	138,302	462,207	313,746

Annex 4
Activities in 2017-2018

<i>Objective</i>	<i>Description of activity</i>	<i>Activities 2017</i>	<i>Activities 2018</i>	<i>as of 10 August, 2018</i>
Objective 1: Develop FNS	Activity 1.1 Provide advice and technical support to new Flyway Network Site nomination and completion of SIS forms and update info on all FNS for MOP10 through workshops and consultancies	<ul style="list-style-type: none"> Thailand identified 10 potential Flyway Network Sites; Secretariat staff visited FNS to meet site managers and other stakeholders to raise awareness, encourage their conservation works, ask their help in updating the SIS. 	<ul style="list-style-type: none"> Funds were provided for the designation of new FNS in Bangladesh (Padma Char) and Cambodia (Anlung Pring Protected Landscape); The SIS for the following sites are being finalized for designation: <ul style="list-style-type: none"> Ganguiar Char (Bangladesh); Meinmahla Kyun Wildlife Sanctuary, and Nanthar Island and Mayyu Estuaries (Myanmar); Hwaseong Wetlands (RO Korea); The following FNS were formally designated in 2018: <ul style="list-style-type: none"> Mundok Migratory Bird Reserve, and Kumya MBR (DPR Korea); Avon-Heathcote Estuary / Ihutai, and Awarua Bay-New River Estuary (New Zealand); A small grant was also provided to the local community at the Avon-Heathcote Estuary / Ihutai to celebrate the designation of their site and to produce awareness material. 	34,843
	subtotal			34,843
Objective 2: CEPA	Activity 2.1 Maintain and update website, including different language pages, and social media, including website maintenance and software, newsletter distribution, international interns support for translation	<ul style="list-style-type: none"> Maintained and updated website and social network tools (SMS, e.g. Facebook, Twitter, Weibo, Flickr, YouTube, Instagram, Naver blog), published e-Newsletter; Draft Russian website developed in 2017. The Korean website is consistently updated by Korean interns. Chinese website and Japanese website were also updated, using volunteers. Scientific articles were regularly posted on the website and shared on SNS. Asian Waterbirds Census, World Wetland Day pages for EAAFP website were updated. Started transferring current website to a website under secured connection. 	<ul style="list-style-type: none"> The work in 2017 was continued in 2018; Work has begun to migrate the EAAFP website to a more stable server based in the RO Korea and where the hosting company can provide better maintenance support (USD19,500). 	6,352

		<ul style="list-style-type: none"> • Updated the version of Microsoft Office in the Secretariat for internet safety. • Investigated opening a PayPal account to receive donations through website. 		
	Activity 2.2 Update, produce and distribute CEPA materials, including videos, brochures, posters and other awareness raising materials.	<p>Updated, produced, and worked on CEPA materials as below:</p> <ul style="list-style-type: none"> • EAAFP Brochure was updated (English: November, Korean: May); • Waterbird Paradise - Incheon brochure (English): updated; • Materials for Rason International Trade Exhibition (DPRK) were updated in cooperation with Hanns Seidel Foundation; • Produced Far Eastern Curlew pin badge in conjunction with the CMS COP12; • Developed a video for the Asian Wetland Symposium side event; • EAAFP introduction video: followed up; • Sent CEPA materials to Flyway Network Sites. <p>Expanded Flyway-wide campaigns (See also 2.3)</p> <ul style="list-style-type: none"> • A set of travelling exhibition panels was developed for the Year of the Knots campaign and displayed in Australia, RO Korea, and New Zealand. Chinese version was designed in collaboration with CBCGDF; • Produced T-shirts for habitat conservation for the Year of the Knots campaign; • Produced 2018 calendar and distributed to the Partners and supporters; • Flyway exhibition and stock photos were developed with cooperation of photographers; • Participatory art project 'To Our Winged Travellers' was hosted in the RO Korea, Japan, and Philippines. 	<p>Continued to update, produce, and work on CEPA materials such as:</p> <ul style="list-style-type: none"> • a series of brochures and flyers about FNS, the Yellow Sea, the ASEAN region, and key flyway species, i.e. the Black-faced Spoonbill and Spoon-billed Sandpiper; • a video introducing the EAAFP; • EAAFP brochure 2018; • EAAFP calendar 2019. <p>Expanded Flyway-wide campaigns</p> <ul style="list-style-type: none"> • A set of travelling exhibition panels that was developed for the Year of the Knots campaign was displayed in Thailand. 	4,229
	Activity 2.3 Promote World Migratory Bird Day events and global campaigns in Flyway countries, including videos,	<ul style="list-style-type: none"> • The Secretariat attended Skype meetings for WMBD preparation with CMS and other Partners. The Secretariat promoted WMBD and produced WMBD materials in EAAF 	<ul style="list-style-type: none"> • To support the celebration of WMBD, small grants were provided to Bangladesh, Cambodia, DPR Korea, Indonesia, Mongolia and Vietnam 	1,577

	posters, flyers and other materials for EAAF and providing WMBD Small Grants to Flyway site managers and CEPA collaborators in EAAF	<p>languages and supported 7 Partners with small grants to organize awareness campaigns (12 in total). EAAFP staff participated in WMBD celebrations in Seocheon County (RO Korea).</p> <ul style="list-style-type: none"> The Secretariat organized the ‘Year of the Knots’ campaign with a travelling exhibition and a Knots Drawing Competition (See 2.2) with sponsorship from KOWA, Patagonia, Pukorokoro Miranda Naturalists’ Trust , and David and Lynne Lawrie. 	<p>(May 2018) and to Bangladesh, Cambodia and Philippines (October 2018);</p> <ul style="list-style-type: none"> In the RO Korea, the Secretariat organized WMBD events in Seoul (May) and Ulsan (October); The Secretariat has also been in discussion with CMS about the theme of WMBD 2019 which will be related to the problem of plastic pollution for migratory waterbirds; 2018 Knots Drawing Competition was launched in August with the same sponsors as in 2017. 	
	Activity 2.4 Staff travel to participate in international forums, e.g. Ramsar and CMS COPs, through presentations, partner meetings, side-event etc	<p>Secretariat staff participated in and gave presentations at various international fora:</p> <ul style="list-style-type: none"> CE participated in the Arctic Migratory Bird Initiative EAAF Workshop (January, Singapore), NEASPEC SOM (March, RoK), RRC-EA Wetland Managers Workshop (April, RoK), the National Symposium on the Conservation of Migratory Birds (June, DPRK) etc.; DCE, CO with other staff attended the EAAFP Spoon-billed Sandpiper Task Force meeting (January, Myanmar); DCE and PO attended the DMZ International Forum on Ecosystem Services (June, RoK). PO attended the Yellow Sea Cooperative Project Development (July, RoK); CO and 4 other staff attended CMS COP12 (October, Philippines) organized one side event, gave presentations at other two side events, and ran an exhibition booth; DY and CO with other staff participated in the Asian Wetland Symposium (November, Japan) to give a presentation, co-chaired a session, and organized a side event together with Partners (BirdLife International-Tokyo, Wetland International-China, site manager from Flyway Network Site [EAAF059], and Japanese national coordinator Japan Bird Research Association); CO with other staff participated in the Wetland Link International-Asia 6th 	<p>Secretariat staff participated in and gave presentations at various national (RO Korea) and international fora. These included:</p> <p><u>International:</u></p> <ul style="list-style-type: none"> International Baer’s Pochard Task Force Conservation Workshop (March, China); A Summit for Flyways (April, UAE); Inaugural Meeting of the ASEAN Network on Wetlands and Migratory Waterbirds Conservation (April, Singapore); Celebration of the DPR Korea becoming a Partner of the EAAFP (May, DPRK); Workshop to develop a waterbird and habitat database along China’s Coasts (June, China); Meeting of the Yellow/West Sea Working Group (July, China); Regional Workshop on the Implementation of Aichi Target 11 in the ASEAN Region (July, Philippines); Workshop on designing a network of MPAs for the Yellow Sea Large Marine Ecosystem (July, RO Korea); Meeting of the Indo-Burma Ramsar Regional Initiative (July, Myanmar); Meeting of the EAAFP CEPA WG (October, Philippines) Ramsar COP13 (October, UAE) <p><u>National (RO Korea):</u></p> <ul style="list-style-type: none"> RRC-East Asia training course for wetland managers (May, Suncheon); 	9,208

		Conference (November, Japan) facilitate the group discussion and helped to interpret during the field trip.	<ul style="list-style-type: none"> Regional Workshop on Putting Sustainable Marine and Coastal Ecosystems into Inter-Korean Cooperation (May, Seoul); Workshop on the importance of the Hwaseong tidal flat (September, Hwaseong); DMZ Forum (September, Il San); Workshop on celebrating 10th year of Ramsar COP10 held in ROK (Oct, Changwon) Workshop on good practices for wetland centre design and management (October, Songdo); International Workshop for the conservation of Crane habitat (October, Cheorwon) Workshop on the vitalization of the ecotourism (October, Changwon) 	
	Activity 2.5 Hold Flyway-wide Youth Forum in 2018 for young people from Flyway countries around specific themes, and developing flyway conservation leadership skills and knowledge: the activity will try to leverage funds from Partner and others	Discussion with relevant Partners started.	The Secretariat was unable to carry out this activity due to the existing workload and the absence of a Communication Officer. However, the Secretariat was able to provide a small sponsorship to Gyeongsangnam-do Ramsar Environment Foundation to organize a Green Leaders Workshop for young people from Flyway countries and gave a presentation (August, Changwon, RO Korea)	39,735
	subtotal			61,100
Objective 3: Research, monitoring, knowledge generation	Activity 3.1 Consultancy to develop technical training manual, starting with on-line materials at different levels, that can be adapted to needs of general public, site managers and trainers, linked to species and site pages in 2016, some translation in 2017		The MOU, TOR and workshop for the Science Unit will be presented to MOP10 for discussion and possible approval. Until then, the Secretariat will not be involved in these activities.	50,000
	Activity 3.2 Small grant support for EAAFP Working Groups and Task Forces.	Coordinated with Scaly-sided Merganser TF.	Small grants were provided for the following: <ul style="list-style-type: none"> study of breeding ecology of Nordmann's Greenshank and Redshank in the Bay of Schast'e, Sea of Okhotsk, Russia; 	43,114

			<ul style="list-style-type: none"> • waterfowl survey with a special reference to Baer's Pochard in Ganukan Refuge, Amur Region, Russia; • conservation of the Sarus crane (Cambodia); • training of migratory waterbird researchers from DPR Korea in New Zealand; • organization of a meeting of Asian Waterbird Census coordinators. 	
	subtotal			93,114
Objective 4: Capacity Building	Activity 4.1 International Flyway Site Manager Workshop, to bring together and share best practice for site management in the Flyway		A meeting was organized (October, Philippines) with CEPA WG members, FNS staff and other experts, to collect good practices for CEPA activities on migratory waterbirds and their habitats at flyway sites.	10,379
	Activity 4.2 National Flyway Site Manager Workshop held jointly with Government Partner, ideally to support the Government Partners to update their Site Information Sheets (SIS)	CE attended the China Flyway Site Network Meeting / National Flyway Site Manager Workshop (October 2017).	<p>Discussions were held with Partners in China and Russia to hold National Flyway Site Manager workshop in China, Japan and the Russian Far East.</p> <p>A National Flyway Site Manager workshop was held in the RO Korea in October 2018.</p>	70,000
	Activity 4.3 Mainstream Flyway objectives to Ramsar site managers and related national stakeholders through international and national Site Manager Workshops organized by Ramsar Regional Centre-East Asia, on which Secretariat can "piggyback" for increased cost-effectiveness	<ul style="list-style-type: none"> • CE attended and gave a presentation at the RRC-EA Wetland Managers Workshop (April 2017). 	The RRC-EA have already developed their workplan for 2018 and so an alternative would be work with another Ramsar regional initiative, the IBRRI	40,000
	Activity 4.4 Support to build Incheon NGO multi-stakeholder partnership, through grants for workshops, training, communication initiatives	<ul style="list-style-type: none"> • Secretariat staff supported Incheon citizen's awareness raising projects for migratory waterbird conservation, organized by a local NGO. Projects included youth group activities and Incheon citizen monitoring capacity building. Youth group activity included a series of educational programmes in schools. A bird watching and 	<ul style="list-style-type: none"> • The Secretariat continued to provide support to the Incheon Gyeonggi Ecoregion Task Force to raise awareness of Incheon citizens for the conservation of migratory birds and their habitats; • Secretariat staff supported the Incheon Gyeonggi Ecoregion Task Force to organize a study trip for students to Hong Kong (January). 	5,961

		<p>drawing activity event in Incheon was held in cooperation with a local NGO.</p> <ul style="list-style-type: none"> • The Incheon Gyeonggi Ecoregion Task Force held an international workshop for Black-faced Spoonbill in November. • Incheon citizen capacity building project completed annual monitoring at the local bird habitats and also produced the report on Monitoring activities. The NGO is now applying for other funding sources to expand their monitoring activities in the neighbouring cities involving local groups. • Secretariat staff regularly give presentations and participate in meetings and events in Incheon, such as local university forums and training, school events, NGO events, Black-faced Spoonbill celebrations, Incheon-Gyeonggi Task Force meetings and discussions with Incheon City Government on various issues, such as Songdo Ramsar Site and Namdong Reservoir managements. 		
	Activity 4.5 Organize MOP9 (Jan 2017) and prepare for MOP 10 through 2018	<ul style="list-style-type: none"> • As part of MOP9 follow up, MOP9 Approval of Decisions was developed to engage Partners. • A Fundraising Officer was hired. • Planning for MOP10 began with discussions with a few country Partners about the location and timing, China offered one in March 2019 around Hengshui Lake. 	<ul style="list-style-type: none"> • Secretariat working on the organization of MOP10, to be held from 9-14 December on Hainan Island (China); • The Secretariat has also begun discussion with a couple of Country Partners on their possible hosting of MOP11. 	40,616
	subtotal			166,956
Objective 5: Flyway-wide approaches	Activity 5.1 Support Yellow Sea studies and workshops, building on IUCN Res 28 and 42, World Heritage nomination and other initiatives focused on Yellow Sea, such as China Blueprint	<ul style="list-style-type: none"> • With IUCN, organized Yancheng International Symposium on the Conservation and Management of the Intertidal Wetlands of the Yellow and Bohai Seas (Jiangsu, China) and supported in December. EAAFP also promoted the joint Yellow Sea World Heritage nomination, liaising with China and RO Korea on developing a joint nomination. A total of fourteen sites were added to the tentative 	<ul style="list-style-type: none"> • Attended Yellow/West Sea Working Group meeting (July, China); • Supported the publication of various material to highlight the importance of the Yellow Sea for the EAAFP: <ul style="list-style-type: none"> - Finalization of a chapter in the proceedings of the 2016 INTECOL Conference on “The conservation and wise use of intertidal wetlands around the Yellow Sea”; 	32,122

		list for UNESCO World Heritage Site nomination.	- Leaflets and a video to promote the newly designated FNS in the DPR Korea and to raise awareness of the work of the EAAFP.	
	Activity 5.3 Workshop to develop Strategic Plan	Strategic Planning Task Force members were nominated.	Workshop was held in Singapore from 12-15 June.	8,211
	Activity 5.4 Support Finance Sub-Committee meeting	CE participated in the Finance Sub-Committee meetings through GoToMeeting.	A meeting of Finance Sub-Committee members and other relevant Partners was held in Songdo from 21-22 August.	21,860
2017	Activity 5.5 Support SE Asia Network meeting to further develop and follow up on proposals and plan of work	CE and CO supported the drafting the proposal which was submitted and generously funded by the Government of Japan. The project was entitled "Improving Biodiversity Conservation of Wetlands and Migratory Waterbirds in the ASEAN region – Phase 1".	The Secretariat attended the inaugural Meeting of the ASEAN Network on Wetlands and Migratory Waterbirds Conservation (April, Singapore). The meeting was also an opportunity to launch the project.	20,000
	Activity 5.6 Follow up with other international projects, e.g. Arctic Migratory Bird Initiative, Northeast Asia Sub-regional Program for Environmental Cooperation, Yellow Sea Large Marine Ecosystem Project, mainly staff travel and costs	CE participated in NEASPEC SOM in March.	The Secretariat has maintained contact and attended meetings of other international projects in the EAAF, e.g. Yellow Sea Large Marine Ecosystem Project who organized a "Regional Workshop on Putting Sustainable Marine and Coastal Ecosystems into Inter-Korean Cooperation (May, Seoul).	24,002
	Subtotal (USD)			106,194
	Grand total (USD)			462,207