

PROJECT PRINCIPLES

1. The overall goal of the project entitled “*Building local warning networks for the detection and human dimension of Ciguatera Fish Poisoning in Indonesian communities*”, funded by the Ministry of Agriculture, Forestry and Fisheries (MAFF) of Japan, through the Fisheries Agency of Japan (JFA), is to build the capacity of local small-scale fishers and community members to monitor their coastal ecosystems and coastal fisheries to benefit human health in Pacific Rim developing countries. The focus of this project is to detect and monitor *Ciguatera Fish Poisoning* (CFP) in tropical reef fisheries, which globally has the greatest human health and economic impacts of any algal-based poisoning syndromes. The aim of the project is to adapt smartphone-based observation tools developed in the 2017–2020 PICES-MAFF project on “*Building capacity for coastal monitoring by local small-scale fishers*” to empower Indonesian coastal communities to assess, detect, and minimize their exposure to CFP in community-scale fisheries. The project also is intended to foster partnerships with non-PICES member countries and related international programs and organizations. The MAFF contribution is from the Japanese Official Development Assistance (ODA) Fund and therefore, involvement of developing countries in project activities is required.
2. The duration of the project is 3 years, with the ending date set as March 31, 2023.
3. The following organizational principles agreed to by MAFF/JFA and PICES apply to the project:
 - The project will have strong connections and interactions with, and support relevant activities of, the PICES Scientific Committees on Human Dimensions (HD), Marine Environmental Quality (MEQ) (through the Section on *Ecology of Harmful Algal Blooms in the North Pacific – S-HAB*) and Fishery Science (FIS), PICES Technical Committees on Data Exchange (TCODE) and on Monitoring (MONITOR), and the PICES FUTURE (Forecasting and Understanding Trends, Uncertainty and Responses of North Pacific Marine Ecosystems) science program (specifically, Research Theme 3 on “*How do human activities affect coastal ecosystems and how are societies affected by changes in these ecosystems?*”). The HD Committee will serve as the parent committee for the project.
 - The project will be directed by a Project Science Team (PST) formed based on principles and procedures detailed in the PICES Policy for approval and management of special projects (Decision 2017/A/7). All the above-mentioned groups and all PICES member countries are expected to be represented on PST.
 - The PST will be co-chaired by PICES members, with one Co-Chair from Japan, representing the Human Dimensions Committee, and the other from the USA, representing the Section on *Ecology of Harmful Algal Blooms in the North Pacific*. These Co-Chairs will provide the geographical balance and the balance of expertise between the human dimension and harmful algal bloom components of the project. The PST Co-Chairs are responsible for the scientific implementation of the project and annual reporting to MAFF/JFA and to PICES Science Board through the HD Committee. This report should be submitted to JFA within 90 days after the close of each project year ending March 31, and include a summary of the activities carried out for the year, with an evaluation on the progress made, and a workplan for the following year.
4. The following financial principles agreed to by MAFF/JFA and PICES apply to the project:
 - A separate bank account shall be established to deposit the remitted funds.
 - The PICES Executive Secretary or a Project Coordinator designated by the Executive Secretary is responsible for the management of the fund and for the annual reporting on its disposition to MAFF/JFA and PICES Governing Council, through the Finance and Administration Committee, within 90 days after the close of each project year ending March 31.

- The main elements of the budget are organized into the following categories:
 - Travel and meetings – this category covers travel costs associated with project activities such as field studies, organizational trips, project meetings, workshops, scientific sessions and public events.
 - Contracts – this category covers grants/fees to be paid to consultants and experts employed to implement the project. Tasks and deliverables for contractors are to be determined by the PST Co-Chairs. To support the objectives of the project and to ensure that its activities have minimal impact on the workload of the existing staff of the PICES Secretariat, the Project Coordinator can employ additional staff as required.
 - Publications – this category covers costs associated with publishing findings of the project in special issues of peer-reviewed journals, reports and brochures, and dissemination of these materials.
 - Equipment – this category covers purchases and shipment of equipment for laboratory/field data/sampling processing/analysis, computer hardware/software for the development of database(s) and the project website.
 - Miscellaneous – this category covers expenses associated with the project (mail and phone charges, bank charges, *etc.*) and includes contingencies such as fluctuations in currency exchange rates.
 - Transfers of up to 10% of allocations between the budget categories are allowed based solely on the decision by the PICES Executive Secretary or the Project Coordinator. In special cases, transfers up to 20% between the budget categories can be authorized by JFA. All transfers shall be reported at the end of the fiscal year.
 - A 13% overhead on the annual budget shall be retained by PICES to offset expenses related to the Secretariat's involvement in the project.
 - The interest earned by the fund shall be credited to the project and used in consultation with JFA.
 - Any funds remaining after the completion of every fiscal year of the project shall be reported and disposed of in consultation with JFA.
5. Ownership of the outcomes of the project, including materials, data, copyright and intellectual property rights, will be vested to PICES and the Government of Japan. Either Party may use those outcomes, but will give full credit to their source.