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First Extraordinary Meeting of the Coordinating
Body on the Seas of East Asia (COBSEA)
Bangkok, Thailand
19 August 2014

**REPORT OF THE FIRST EXTRAORDINARY MEETING
OF THE COORDINATING BODY ON THE SEAS OF EAST ASIA (COBSEA)**

AGENDA ITEM 1: OPENING OF THE MEETING

1.1 Welcome address and opening remarks on behalf of the Executive Director of UNEP

1. Mr. Kaveh Zahedi, Regional Representative and Director, Regional Office for Asia and the Pacific (ROAP), United Nations Environment Programme (UNEP) delivered the welcome address and opening remarks on behalf of the Executive Director of UNEP, Mr. Achim Steiner. He thanked delegates for attending the First Extraordinary Meeting of COBSEA for the Regional Action Plan for the Protection and Sustainable Development of the Marine and Coastal Areas in the East Asian Region at this pivotal time, noting the considerable change in the region since the establishment of the Action Plan more than 20 years ago as well as recent global environmental policy development. He further noted growing recognition that a healthy environment is prerequisite for equitable economic growth and social wellbeing, but also continuing deterioration of environmental status, as emphasized at the first UNEA held in June 2014 as well as in discussions on the post-2015 development agenda. In this regard he emphasized the key role of the UNEP Regional Seas Programme (RSP), which celebrates its 40th anniversary this year, and individual Regional Seas Conventions and Action Plans (RSCAP) such as COBSEA, which provides a unique regional framework to support participating countries address ocean governance and sustainable development. He concluded by noting that the First Extraordinary Meeting of COBSEA continues discussion on the future of COBSEA, including increased contributions to the Trust Fund as well as hosting of the Secretariat, and that UNEP, as the present host of the Secretariat, stands by the participating countries in implementing decisions taken by the First Extraordinary Meeting of COBSEA.

1.2 Introduction of participants

2. The participants were invited to briefly introduce themselves to the meeting. The participants included representatives from the COBSEA member countries Cambodia, the People's Republic of China, Indonesia, the Republic of Korea, Malaysia, Philippines, Singapore, Thailand and Viet Nam. In addition, representatives from UNEP Headquarters in Nairobi, UNEP Regional Office for Asia and the Pacific in Bangkok, and the COBSEA Secretariat also attended the meeting. The list of participants is attached as **Annex I** to this report.

1.3 Presentation of credentials

3. In accordance with Rule 17 of the Rules of Procedure of the Governing Council of the United Nations Environment Programme, applicable *mutatis mutandis* to this meeting, the Bureau of the plenary was called to examine the credentials of the representatives of States participating in the First Extraordinary Intergovernmental Meeting of the Coordinating Body on the Seas of East Asia (COBSEA).

4. As of 16.00 hours of 19 August 2014, the representatives of the nine COBSEA Participating countries, invited to take part in the First Extraordinary Meeting of the Coordinating Body on the Seas of East Asia, are in attendance. **Six (6)** States submitted to the Meeting Secretariat their formal credentials signed by Heads of State, Heads of Government or Ministers of Foreign Affairs, which were found to be in order:

Malaysia, People's Republic of China, Philippines, Republic of Korea, Thailand and Singapore

5. Information concerning the appointment of representatives participating in the meeting was communicated to the Meeting Secretariat by letters from other government offices or authorities in the Ministries of Environment, for the representatives of the following **three (3)** States participating in the meeting:

Cambodia, Indonesia, and Viet Nam.

AGENDA ITEM 2: ORGANISATION OF THE MEETING

2.1 Designation of officers

6. In accordance with the Rules of Procedure of the Governing Council of the United Nations Environment Programme, applicable as agreed to this meeting, the Bureau elected by the 21st Intergovernmental Meeting (IGM 21) in Bangkok on 26 March 2013 continued its office at this meeting, with the following officers:

Chairperson:	Mr. Dhana Yingcharoen, Director, Division of Planning, Department of Marine and Coastal Resources, Ministry of Natural Resources and Environment, Thailand
Vice-Chairperson:	Mr. Kevin Khng, Deputy Director, Ministry of Environment and Water Resources, Singapore
Rapporteur:	Dr. Zulkifli Abdul Rahman, Deputy Director General, Department of Environment, Ministry of Natural Resources and Environment, Malaysia

2.2 Organisation of work

7. The Chairperson invited the Secretariat to introduce the working and information documents and to brief the meeting participants on the administrative and logistical arrangements for conducting the meeting. The Secretariat informed the participants that the meeting would be conducted in plenary. The meeting would be conducted in English and emphasized that the meeting would focus on review of progress in implementation of the resolution adopted at IGM 21, in particular increased Member State contributions to the Trust Fund, as well as consideration of the two offers to host the COBSEA secretariat received to date.

2.3 Adoption of the meeting agenda

8. The Secretariat introduced the Agenda of the meeting. After considering the provisional agenda submitted by the Secretariat, the meeting adopted the agenda attached as **Annex II** to this report.

2.4 Opening remarks by Member States

9. The Chairperson invited member States to make short opening remarks, including statements on political and financial commitment and support to COBSEA.

10. The delegate from Viet Nam thanked UNEP for organizing this important meeting to discuss the future of COBSEA. He noted that Viet Nam, as a member of COBSEA since 1994,

recognizes its importance to Member States and the need to further strengthen COBSEA. This is reflected by Viet Nam's increased Trust Fund contribution.

11. The delegate from Thailand expressed sincere gratitude to UNEP for its ongoing support to COBSEA and preparation for this meeting. He thanked participating countries for their increased contributions to the Trust Fund, as well as Republic of Korea and People's Republic of China for their offers to host the Secretariat. Thailand recognizes the important role played by COBSEA in the region, and is in the process of submitting a request for increased Trust Fund contribution to the National Council for Peace and Order (NCPO).

12. The delegate from Singapore thanked Thailand for hosting the meeting and UNEP for preparations. He noted that Singapore, while not a recipient of Global Environment Facility (GEF) project funding, has consistently provided and is pleased to continue providing voluntary contributions to the COBSEA Trust Fund.

13. The delegate from Philippines pointed out that significant decisions regarding COBSEA are required at this time. He noted that Philippines had increased its Trust Fund contribution but would not be able to further increase it at this time due to multiple financial commitments to Multilateral Environmental Agreements (MEAs). In this regard he noted the need for greater integration between environmental agreements globally as well as regionally, several of which have overlapping mandates (pointing out that Philippines also participates in Coral Triangle Initiative (CTI) and hosts Partnerships in Environmental Management for the Seas of East Asia (PEMSEA).

14. The delegate from Malaysia extended appreciation to the COBSEA Secretariat and UNEP for organizing the meeting and for ongoing work to strengthen COBSEA. He expressed hope that COBSEA would move towards a sustainable future, bringing more benefits to participating countries, thanked Republic of Korea and People's Republic of China for their offers to host the Secretariat, and confirmed Malaysia's increased Trust Fund contribution, starting from 2015, noting that this would be reviewed after two years. He also noted the need for enhanced coordination between the several existing regional organizations and processes in the region.

15. The delegate from the Republic of Korea pointed out that, while COBSEA has consistently strived to provide benefits to member states, the Secretariat has faced financial difficulties. He noted that this meeting provides an opportunity to make decisions that secure a bright future for COBSEA.

16. The delegate from Indonesia noted that increased contributions from participating countries are needed to better organize and coordinate the work of COBSEA, pointing out that the process regarding Indonesia's contribution is ongoing, with a decision expected by the end of 2014. She noted the opportunity for continued discussion in this meeting on the arrangements for COBSEA Secretariat hosting, and thanked Republic of Korea and People's Republic of China for their offers.

17. The delegate from People's Republic of China restated its commitment to hosting the COBSEA secretariat, and emphasized significant work in support of this at national level. He further pointed out that long-term commitment to COBSEA by the country hosting the Secretariat is an important consideration in making a decision on hosting arrangements, and that through joint efforts by participating countries, a good solution can be found.

18. The delegate from Cambodia joined other delegates in expressing thanks to UNEP for organizing the meeting. He informed the meeting that Cambodia has agreed to increase its Trust Fund contribution to USD 15,000, as requested and agreed during IGM 21 in order to support a sustainable COBSEA. He also thanked Republic of Korea and People's Republic of China, and expressed hope that the meeting will arrive at consensus on the hosting arrangement.

AGENDA ITEM 3: STATUS OF INCREASED CONTRIBUTIONS TO THE COBSEA TRUST FUND AND ITS IMPLICATIONS

3.1 Report from the Secretariat

19. Dr. Jacqueline Alder, COBSEA Officer-in-Charge and Coordinator, Freshwater and Marine Ecosystems Branch, Division of Environmental Policy Implementation presented the Report *Current State of Contributions and Confirmed Increases* (UNEP/DEPI/COBSEA.IG.EO1/4). She noted the confirmed increased Trust Fund contribution to USD 15,000 by Cambodia. To date, five Countries Cambodia, Republic of Korea, Malaysia, Philippines and Vietnam, have confirmed their increase. Philippines has confirmed increase to USD 35,000 in keeping with statement made at IGM 21. The Secretariat is awaiting confirmation of possible increase from People's Republic of China, Indonesia, Singapore and Thailand.

20. She emphasized that the USD 340,000 target budget agreed at IGM 21 was the minimum required to maintain an operational secretariat. UN rules and regulations do not allow UNEP to recruit Secretariat staff without a secure, sufficient budget. While commitments close to the agreed minimum budget would enable UNEP to commence staffing the Secretariat, the current shortfall of USD 96,000 is too large. She also noted that the Trust Fund currently has a positive balance of USD 200,000, since the Coordinators position has been vacant since February 2013, which may be a useful resource in revitalizing the Secretariat.

3.2 Discussion and decisions

21. The Chairperson invited comments and questions on the report. No questions were raised.

AGENDA ITEM 4: OFFERS TO HOST THE COBSEA SECRETARIAT

4.1 Presentation from the Secretariat on current offers and relevant financial analysis

22. Dr. Jacqueline Alder, COBSEA Officer-in-Charge and Coordinator presented the Report *Cost comparison of offers made to host the COBSEA Secretariat and implementations for the COBSEA Trust Fund* (UNEP/DEPI/COBSEA.IG.EO1/5), drawing attention to the assumptions made in the analysis made of the offers submitted by Republic of Korea and People's Republic of China, including relating to operational costs, the seniority level of Secretariat staff and costs associated with recruitment, as well as cost associated with establishment of the office and seconded staff. She also noted that if the secretariat is established away from existing UN offices, additional costs are incurred through the support provided by administrative staff at UNEP. She pointed out that the timeframe of the analysis differs due to differences in the offers made by Republic of Korea and People's Republic of China,.

23. In the first year, the costs exceed USD 340,000 in all scenarios, but the current Trust Fund surplus could cover this in some instances if a total of USD 340,000 annual contributions is reached in the near future. However, at the current Trust Fund contributions none of the options can be implemented.

24. The Chairperson invited delegates to ask questions for clarification. He also reminded the meeting that common practice for COBSEA is adoption of decisions by consensus. The Legal Adviser, UNEP, pointed out that the Rules of Procedure of the UNEP Governing Council (GC) allows for voting, but that the common practice is consensus decisions.

25. Republic of Korea informed the meeting that its Trust Fund contribution was confirmed at USD 50,000, not USD 60,000 as stated. A question was also raised regarding document UNEP/DEPI/COBSEA.IG.EO1/5 and the financial analysis of offers contained therein, in particular apparent differences from the document presented at IGM 21 in 2013. Clarification was also sought on the expenses for 'G6 remote'. The Secretariat clarified that the differences between the 2013 and 2014 analyses take into consideration changes in post adjustment, which are updated regularly, as well as changes in salaries. The G6 is admin support provided by UNEP Headquarter (HQ) in relation to managing the Trust Fund, supporting travel to meeting and other arrangements.

26. Indonesia requested further information on the possibility to reduce costs by lowering the level of the Coordinator position. The Secretariat pointed out that the level of positions is classified based on responsibilities, and that the duties of a Coordinator are such that P4 is the minimum level. It was further noted that no MEA secretariat hosted by UNEP has a coordinator recruited at a lower level than P4, and most have a coordinator at level P5 and above. Philippines sought clarification on whether this applies to Regional MEAs as well as global ones. The Secretariat noted that this is based on the importance of decisions being made and tasks carried out, not the geographic scope of the MEA or the number of countries participating.

27. Indonesia noted that several countries are yet to increase their Trust Fund contributions and may struggle to do so beyond the levels agreed at IGM 21. She further pointed out that that offers as presented by Republic of Korea and People's Republic of China exceed the level agreed at IGM 21, if either offer is accepted it may result in further increase in member contributions to the Trust Fund.

28. UNEP noted the need to regularly revise Trust Fund contributions in keeping with cost of living and or inflation index, to avoid a net loss in the value of Trust Fund contributions over time.

29. The Chair invited People's Republic of China and Republic of Korea to present their offers to host the COBSEA Secretariat.

4.2 Presentation from the People's Republic of China

30. Ms. Gu Li, Division of International Organizations and Conventions, Department of International Cooperation, Ministry of Environmental Protection, referred delegates to the meeting documents and in particular the detailed offer contained in [UNEP/DEPI/COBSEA.IG.EO/INF/4], emphasizing that the purpose of the presentation was to provide some further clarification on aspects of the offer. She noted that the basis of the offer to host the COBSEA Secretariat is People's Republic of China's close attention to marine affairs as well as recognition of the important role of COBSEA. People's Republic of China attaches great importance to hosting the Secretariat, and much preparatory work has been carried out including national liaison and coordination as well as identifying location and arrangements for hosting. She pointed out that the proposed location of the Secretariat is Beijing, which ensures a high level of services. The offer includes office space provided to the Secretariat free of charge for at least 5 years, at a cost equivalent to USD 24,000 per year, as well as office equipment equivalent to USD 9,000 per year, and seconded staff as per the offer.

31. In response to a question from Singapore the Secretariat clarified that the overhead indicated in the analysis relate to seconded staff. In keeping with UN rules, seconded support staff are subject to overhead costs of 14% paid to the UN. This is outside the control of UNEP.

4.3 Presentation from the Republic of Korea

32. Mr. Songhack Lim, Director of Marine Environment Policy Division, Ministry of Oceans and Fisheries of Republic of Korea, drew the attention of delegates to the brochure prepared by Republic of Korea, containing information on the offer to host the COBSEA Secretariat and Yeosu city as the proposed location. Mr. Kim, International Affairs Specialist, Korea Marine Environment Management Corporation, gave a presentation with further information on the offer, emphasizing Republic of Korea maritime traditions and well developed ocean-based economy as well as its favourable economic and technology environment. Yeosu is a leading maritime city, and the Yeosu declaration and Yeosu Project provide considerable synergy with COBSEA as well as other MEAs. The offer encompasses offices at the Yeosu Pavilion at no cost, including many auxiliary services, as well as financial support encompassing an increased voluntary Trust Fund contribution of USD 50,000, additional financial support from Yeosu of USD 100,000 per year for the first three years, as well as in kind support towards Secretariat operating costs to the tune of USD 10,000 per year. Personnel support includes clerical staff funded by the Government of the Republic of Korea as well as expert support towards development of a medium to long-term strategic plan for COBSEA. A portion of the 2015 IGM will also be covered by Republic of Korea. He concluded by saying that Republic of Korea is ready to take this important first step in making COBSEA into a sustainable regional mechanism, with the collaboration of its Member States.

33. In response to a question from the Secretariat, Republic of Korea confirmed that the USD 100,000 per year for 3 years by Yeosu is cash co-finance. It was pointed out that this is not included in the cost analysis presented in meeting document (UNEP/DEPI/COBSEA IG.EO1/5).

34. People's Republic of China requested further information on the 'settlement grant' included in the offer by Republic of Korea. Republic of Korea noted that this is for furnishing the office in the first year and purchase of equipment, and further pointed out that this (as well as other operational/maintenance costs) constitute part of the USD 100,000 co-finance provided by Yeosu in the first year. Republic of Korea further clarified that, as this is cash co-finance, provided through UNEP, it can be used towards Secretariat costs as per the host country offer and as per the Secretariat budget approved by the IGM. This contribution will be made for the first three years of a Secretariat hosted in Yeosu, without further conditions. An error on page 5 of meeting document UNEP/DEPI/COBSEA IG.EO1/5 was also noted, in relation to operational costs of the offer by the People's Republic of China, with office equipment valued at USD 9,000 per year, not month as stated in the document.

35. The revised cost comparison table was presented, incorporating the annual contribution of 100k from for the first three years from Yeosu City.

36. Noting that after the third year, the offer by Republic of Korea incurs a Trust Fund deficit, Thailand inquired whether Republic of Korea has any provisions or plans in place to address this. Republic of Korea clarified that, after the initial three-year period, when the confirmed contribution by Yeosu City ends, Republic of Korea will consider a further increase in its voluntary Trust Fund contribution.

4.4 Discussion and Decision

37. Malaysia noted that a primary consideration in deciding on hosting arrangement is ensuring sustainability of the Secretariat and programme. Thanking Republic of Korea and People's Republic of China for their generous offers he noted that, based on the analysis presented, costs associated with a hosting in Thailand appear lower. The best option is one

that ensures sustainability of COBSEA and secures the ongoing involvement by participating countries.

38. Philippines inquired about the basis for including Thailand country hosting in the analysis, and also requested clarification of the cost differences e.g. in relation to 'Admin Support Remote' as well as other staffing costs. The delegate further pointed out that the stability beyond the initial years of a new Secretariat need to be considered, noting that the offer by Republic of Korea has been updated in response to questions raised by participating countries. He further suggested that COBSEA may need to look for other sources of funding for the Secretariat, outside participating country contributions, and this should as possible be considered in the analysis.

39. The Secretariat informed the meeting that Thailand was included as the status quo option, it is not based on an offer made. Changes in staff cost estimates reflect changes in the post adjustment of posts. Cities in People's Republic of China and Republic of Korea generally have a higher post adjustment than in Thailand. 'Admin Support Remote' is not needed in Bangkok as a regional office of UNEP, constituting a de facto in kind co-finance contribution. Similarly, access to many office services are cheaper than as presented in the offers by Republic of Korea and People's Republic of China.

40. The Secretariat further reiterated that, even if USD 340,000 is not reached today we need to know when we will have this, so that UNEP can phase in the new Secretariat and, as a stopgap measure, identify alternative sources to cover costs in the interim. Nairobi Convention was given as an example of a Regional Seas programme hosted by a Government (Kenya) but on the request of the government located at the UNEP offices (in Nairobi) to gain from the various benefits this entails. A similar arrangement may also be possible to consider for COBSEA to keep costs down.

41. Viet Nam recalled statements made at IGM 21, and noted that, based on the presentations, Republic of Korea appears ready to host the Secretariat, and also thanked People's Republic of China for their generous offer. He further noted that consensus might be difficult to achieve at this meeting and that several participating countries identified the need for a third option. Based on the information presented Thailand appears to be a good potential third option.

42. Thailand – the main requirement is to sustain COBSEA, whichever the hosting arrangement. If Thailand is considered as a place for hosting COBSEA, there is no preparedness to make statements at this time. The delegation would be prepared to take this up with the Government after the meeting. Yeosu would be a good location, but what is the situation after some years? It is important not to have the same challenge after some years.

43. Singapore agreed that sustainability is the most important consideration. Singapore remains open to different options for Secretariat hosting, and will support the consensus among participating countries.

44. Indonesia requested clarification on the decisions to be taken by the First Extraordinary Meeting of COBSEA. Indonesia also emphasized the sustainability of the Secretariat, and while open to consider offers made by Republic of Korea and People's Republic of China, stated that the preference would be the lowest cost option. The need for increased Trust Fund contributions was reiterated, and the Secretariat requested to look into other options including programmatic/activity funding.

45. UNEP reiterated that praxis is that hosting secretariats are fully supported by participating country contributions, to accommodate fluctuations in project funding. Means can be explored to build a reserve for COBSEA Secretariat operations, as is done in some other Regional Seas. The South China Sea (SCS) project, once implementation commences, also includes activities to identify mechanisms for sustainable funding.

46. UNEP further recalled IGM 21 decision that the most viable option is a Secretariat hosted by a participating country, illustrating country ownership. The current status is a Secretariat located at UNEP, but not hosted by a government, the only Regional Seas programme with this arrangement. The resolution further decided to hold an Extraordinary Meeting of COBSEA for the purpose of selecting a hosting arrangement, and invited countries to submit offers. The specific objective of this meeting as mandated by the participating countries is to decide on hosting. But the meeting may also consider making other requests, to countries that have submitted offers, or other participating countries.

47. People's Republic of China reiterated their strong willingness to host the secretariat, while noting that China can support a consensus reached by the IGM. China further agreed with other participating countries that the long-term sustainability is of paramount importance.

48. Cambodia noted that the location of the Secretariat is of lesser importance than the financial sustainability, and pointed out that, at current contributions levels, even the status quo entails a deficit. Cambodia has increased its contribution as per the agreement at IGM 21, and encouraged other participating countries that are yet to confirm increased contributions to do so, as well as to explore other sources of funding.

49. Republic of Korea agreed that the long-term operations of the Secretariat is the primary concern, and informed the meeting that Republic of Korea is currently reviewing its voluntary contribution, with the aim of increasing it to USD 60,000 in 2015, as per IGM 21 decision, and to USD100,000 starting in 2018, once the Secretariat is located in Republic of Korea. Republic of Korea will also explore enhanced connections between COBSEA and the Yeosu Project and Yeosu Foundation, which can further strengthen COBSEA operations/activities.

50. The Secretariat presented an updated table analysing the costs of different hosting options (presented in **Annex III**), including a scenario based on current contributions, and a best-case scenario assuming the level agreed at IGM 21 is reached. Under current contributions, all options incur a deficit for every year, regardless of location, with current Trust Fund surplus spent within one to five years. Unless the USD 340,000 target budget is confirmed, the Secretariat will run into deficit, illustrating the importance of contributions by all participating countries to meet the minimum level of support agreed at IGM 21.

51. Under an ideal scenario, the offer by People's Republic of China results in a deficit every year; the offer by Republic of Korea in deficit year one, a surplus years 2-3, after which there is a shortfall in income versus expenditure which will be offset by the surplus from years 2-3 until the end of year 10, after which there will be a net deficit in the Trust Fund. The Status quo incurs deficit in year 1, surplus years thereafter.

52. UNEP emphasized the need to have written commitments from countries on increased contributions to make a good decision on Secretariat hosting and enable UNEP to proceed with implementing decisions made by the participating countries.

53. The Chair summarised the discussion, noting that all participating countries agreed that sustainability of COBSEA is the primary consideration in deciding on Secretariat hosting, and that there is a need to reach USD 340,000 of Trust Fund contributions. He suggested that countries – People's Republic of China, Republic of Korea, also Thailand if appropriate – should reconsider what can be offered, for the sustainability of COBSEA secretariat, and communicate this to UNEP/Sect, for circulation to participating countries. Responses by 30 November 2014 would enable consideration of revised offers in IGM 22 in March/April 2015. Thailand noted that the meeting outcome will be brought to the Ministry of Natural Resources and Environment for consultation.

54. UNEP also noted that every country agrees long-term sustainability is prerequisite. This requires countries to confirm their increased contributions, to the agreed target budget of USD 340,000. It also requires that countries offering to host the Secretariat (People's Republic of China, Republic of Korea) to reconsider offers, taking into account the need for sustainability from year one. Revised offers, as well as a possible offer by Thailand, if it wished, would be

needed by 30 November 2014, to give the Secretariat time to issue documents for final decision to be taken at IGM 22 in March/April 2015.

55. The resolution in **Annex IV** was adopted by the Meeting.

AGENDA ITEM 5: OTHER MATTERS

56. The Chairperson invited delegates to raise other relevant matters for discussion in the meeting.

57. Cambodia requested the Secretariat to provide regular updates to the COBSEA website.

AGENDA ITEM 6: ADOPTION OF THE MEETING REPORT

58. The meeting adopted the Report of the First Extraordinary Meeting of COBSEA.

AGENDA ITEM 7: CLOSURE OF THE MEETING

59. The Chair expressed thanks to all delegations for their constructive contributions to the meeting and collaboration in defining a sustainable future for COBSEA.

60. At 17:30 on 19 August 2014 the Chair declared the meeting closed.

ANNEX I
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ANNEX II

PROVISIONAL AGENDA

- 1 Opening of the meeting**
 - 1.1 Welcome address and opening remarks on behalf of the Executive Director
 - 1.2 Introduction of participants
 - 1.3 Presentation of Credentials

- 2 Organisation of the meeting**
 - 2.1 Designation of officers
 - 2.2 Organisation of work
 - 2.3 Adoption of the provisional agenda
 - 2.4 Opening remarks by participating countries

- 3 Status of increased contributions to the COBSEA Trust Fund and its implications**
 - 3.1 Report from the Secretariat
 - 3.2 Discussion and decision

- 4 Offers to Host COBSEA Secretariat**
 - 4.1 Presentation from the Secretariat on current offers and relevant analysis on financial analysis
 - 4.2 Presentation from the People's Republic of China
 - 4.3 Presentation from the Republic of Korea
 - 4.4 Discussion and decision

- 5 Any Other Business**

- 6 Adoption of the Meeting Report**

- 7 Closure of the Meeting**

ANNEX II

	China			ROK				Thailand	
	Year 1	Year 2 to 5	Year 6 +	Year 1	Year 2 to 3	Year 4 to 10	Year 11 +	Year 1	Other Years
Staffing Costs									
P4 Coordinator	262,952	197,952	197,952	271,720	206,720	206,720	206,720	244,452	179,452
Admin Support on site G6	74,500	74,500	74,500	81,729	81,729	81,729	81,729	74,500	74,500
Admin Support on remote	30,000	30,000	30,000	30,000	30,000	30,000	30,000	10,000	10,000
Support Staff overhead	20,860	20,860	20,860	22,884	22,884	22,884	22,884	0	0
Total Staffing Cost	388,312	323,312	323,312	406,333	341,333	341,333	341,333	328,952	263,952
Operational Costs									
Rental & Office Facilities	24,000	24,000	24,000	12,000	12,000	12,000	12,000	10,000	10,000
Office Equipments	5,000	5,000	5,000			2,000	2,000	2,000	2,000
Office Supply	2,000	2,000	2,000			2,000	2,000	2,000	2,000
Maintenance	2,000	2,000	2,000			2,000	2,000	2,000	2,000
Total Operational Cost	33,000	33,000	33,000	12,000	12,000	18,000	18,000	16,000	16,000
Cost of the Secretariat	421,312	356,312	356,312	418,333	353,333	359,333	359,333	344,952	279,952
Hosting Proposal package in Kind * (see below)	33,000	33,000	9,000	24,000	24,000	12,000	0	0	0
Net Cost to the Trust Fund	388,312	323,312	347,312	394,333	329,333	347,333	359,333	344,952	279,952
Programme Support Cost	47,769	39,319	42,439	48,288	39,838	42,178	43,738	44,844	36,394
Hosting Proposal package in Cash * (see below)	0	0	0	100,000	100,000	0	0	0	0
Total Cost to the TF	436,081	362,631	389,751	342,621	269,171	389,511	403,071	389,796	316,346
Best Case TF budget	330,000	340,000	340,000	330,000	340,000	380,000	380,000	340,000	340,000
Annual Deficit/Surplus	-106,081	-22,631	-49,751	-12,621	70,829	-9,511	-23,071	-49,796	23,654

ROK

Surplus Year 2 and 3 141,657
 Deficit Year 4 to 10 -66,580
TF balance Year 10 75,077

Worst Case TF budget	233,900	243,900	243,900	233,900	243,900	283,900	283,900	233,900	243,900
Deficit/Surplus	-202,181	-118,731	-145,851	-108,721	-25,271	-105,611	-119,171	-155,896	-72,446

Proposed Hosting package					
	China		ROK		Comment
	In Cash	In Kind	In Cash	In Kind	
Seconded Staff	-	2 staff	-	2 staff	Recurring
Rental & Office Facilities	-	24,000.00	-	12,000.00	Years 1 to 5
Rental & Office Facilities	-	-	-	12,000.00	Years 6 to 10
Office establishment and equipping (Korea resettlement grant)	-	-	40,000.00	-	Year 1
Other Operations	-	-	-	12,000.00	Year 1
Other Operations	-	-	-	12,000.00	Years 2 & 3
Other Operations	-	9,000.00	-	-	Recurring
Total	-	33,000.00	40,000.00	48,000.00	
	-	33,000.00	40,000.00	24,000.00	Year 1
	-	33,000.00	-	24,000.00	Year 2 to 5
	-	9,000.00	-	12,000.00	Year 6 to 10
	-	9,000.00	-	-	Year 11+

ANNEX IV

Resolution 1 of First Extraordinary Meeting of COBSEA Sustainability of COBSEA and hosting of the Secretariat

Recalling resolution 1, adopted by the 21st Intergovernmental Meeting of the Coordinating Body of the Seas of East Asia (COBSEA);

Bearing in mind our decision, as reflected in the East Asian Seas Action Plan, that the Action Plan is expected to be financially self-supporting through the East Asian Seas Trust Fund or any other approved and appropriate mechanisms;

Appreciating UNEP's financial, technical and human support since the establishment of COBSEA in the provision of Secretariat services to the East Asian Seas Action Plan, the implementation of the Action Plan, the leveraging and raising of funds, and the management of the East Asian Seas Trust Fund;

Conscious of our own expectation, as reflected in the East Asian Seas Action Plan, that UNEP's support would decrease over the time as we increase our ownership and responsibility for the agreed Action Plan and its coordinating body;

Desiring to strengthen the implementation of the East Asian Seas Action Plan and the coordination of its aspirations and objectives among the participating countries through an enhanced and revitalized COBSEA;

The First Extraordinary Meeting of the Coordinating Body of the Seas of East Asia (COBSEA):

Reaffirms that the long term sustainability of the Coordinating Body of the Seas of East Asia (COBSEA) should be the primary consideration for any decision regarding the hosting of the COBSEA Secretariat;

Reiterates its decision that long term sustainability requires that all the participating countries meet the annual target budget of USD 340,000, agreed in Resolution 1 of the 21st Intergovernmental Meeting of COBSEA, and requests participating countries that have not yet done so, to liaise as appropriate with their national competent authorities to get confirmation on the increment of their contributions, and to submit their firm commitments in writing to the Secretariat by 30 November 2014.

Requests the participating countries who have generously submitted offers to host the COBSEA Secretariat to consider revising their offers to take into account the need for long term financial sustainability and a no-deficit scenario from year 1, based on the annual target budget agreed in Resolution 1 of the 21st Intergovernmental Meeting of COBSEA, and to submit their revised offers to the Secretariat by 30 November 2014.

Requests Thailand and any other participating country wishing to do so to consider submitting offers to host the COBSEA Secretariat based on the long term sustainability criteria mentioned in the paragraph above, and to submit them to the Secretariat by 30 November 2014.

Decides that final decision on the hosting of the COBSEA Secretariat shall be made by the 22nd Intergovernmental Meeting of COBSEA.

Requests UNEP to seek additional and alternative funding for supporting COBSEA in its operations and programme implementation.