



MEETING REPORT

FIRST MEETING OF THE REGIONAL TASK FORCE (RTF) ON BIOFOULING MANAGEMENT

IN THE EAST ASIAN SEAS REGION

28 April 2022

PEMSEA / KIOST / IMO

MEETING REPORT

FIRST MEETING OF THE REGIONAL TASK FORCE (RTF) ON BIOFOULING MANAGEMENT IN THE EAST ASIAN SEAS REGION

INTRODUCTION

1. As the Regional Coordinating Organization (RCO) for the East Asian Seas (EAS) Region of the GEF/UNDP/IMO GloFouling Partnerships Project (referred to as the GloFouling Project hereafter), PEMSEA in collaboration with the Korea Institute of Oceans Science and Technology (KIOST) and the International Maritime Organization (IMO) organized the 1st Regional Task Force (RTF) meeting on Biofouling Management on April 28, 2022 at 3-5pm through the zoom platform. The provisional program of the meeting is attached as Annex 1. The meeting was participated by the officials, experts and academes from the EAS countries as well as PEMSEA and IMO. The list of participants is attached as Annex 2.
2. The GEF/UNDP/IMO GloFouling Partnerships Project aims to drive actions to implement the IMO Guidelines for the control and management of ships' biofouling (referred to as the IMO guidelines hereafter) which provides a globally-consistent approach on how biofouling should be controlled and managed to minimise the transfer of invasive aquatic species (IAS) through ships. The project also aims to spur the development of best practices and standards for improved biofouling management in ocean industries and delivers a range of governance reforms at the national level through numerous capacity-building activities, training workshops and opportunities for technology adoption to help address the issue of IAS.
3. PEMSEA supports IMO on biofouling management through establishing the Regional Strategy on Biofouling Management in the EAS Region and forming the RTF which will drive the biofouling management in the region.
4. The proposed objectives of the 1st RTF meeting were to:
 - a. Agree on the draft Terms of Reference (TOR) of the RTF;
 - b. Elect the Chairperson of the RTF;
 - c. Review the draft zero-version of the Regional Strategy on Biofouling Management in the EAS Region; and
 - d. Take up other matters arising to the meeting
5. It is noted that the countries of the “East Asian Seas (EAS) Region” in this document covers the participating countries of ASEAN and PEMSEA including Brunei Darussalam, Cambodia, China, DPR Korea, Indonesia, Japan, Lao PDR, Malaysia, Philippines, RO Korea, Singapore, Thailand, Timor-Leste and Vietnam.

OPENING OF THE MEETING

6. The meeting was chaired by Aimee T. Gonzales, the Executive Director of PEMSEA. She welcomed the participants from the region and expressed her gratitude for their taking the time to participate in this important meeting. She mentioned that this meeting is a historic event in terms of the first engagement of multilateral stakeholders on the issue of developing a biofouling strategy in the region. She added that the previous meetings raised that a number of challenges and opportunities relating to diverse political, technological and economical solutions exist for dealing with biofouling in the region. There is no direct national or regional policy that deals with biofouling. The issue is currently dealt with through the broader framework of either biosecurity, ballast water and/or in other marine environmental policies. She added that research works are being undertaken by the academes and relevant industries, including on finding innovative solutions to tackle biofouling. The previous meetings also indicated a desire to fill the policy gap and capitalize on the opportunities by way of technical assistance and expertise from the GloFouling Partnerships Project to come up with a regional strategy on biofouling management and guide concerted action in near future.
7. Ms. Gonzales introduced around 55 participants in the meeting, including the IMO GloFouling team, PRF staff, government representatives, lead participating countries (LPCs) - Indonesia and Philippines in the EAS Region, Cambodia, DPR Korea, Japan, Thailand, RO Korea, Singapore, Industries, research institutes, members of the academe and KIOST.
8. Ms. Lilia Khodjet El Khil, Project Technical Manager, GloFouling Partnerships Project, officially welcomed and expressed her gratitude to the participants from several sectors, not only from the government but also industry, academe and research sectors. She stated that biofouling is identified as one of the major threats to marine biodiversity, as one of the vectors carrying IAS which is covered by the Biological Diversity Convention (CBD) and its Aichi targets and IMO's shipping conventions. She mentioned that when AIS is already introduced in the water, it is difficult to remove and it creates extremely negative impacts to marine environment and biodiversity. She acknowledged the need to improve the awareness of the biofouling issue, to further increase the uptake and implementation of the IMO Guidelines which are part of the key activities of the GloFouling Partnerships Project. She identified PEMSEA, Indonesia and Philippines as important project partners in the region to lead actions on biofouling management and is pleased to see other countries and stakeholders interested in a regional collaboration since no one country can deal with biofouling which is a transboundary issue on its own.

MEETING OBJECTIVES

9. Ms. Gonzales introduced the 1st RTF meeting objectives as follows:
 - a. Provide background of the GloFouling project and steps to be taken in the region for biofouling management;

- b. Endorse the draft Terms of Reference (TOR) for the RTF and establish the RTF as one of the key outcomes of the meeting; and
- c. Introduce the draft Regional Strategy on Biofouling Management in the EAS Region;

ADOPTION OF THE AGENDA

10. Ms. Gonzales provided overview of the provisional program of the meeting as attached in Annex 1. She invited the meeting to express their views and comments on the provisional program. The Deputy Administrator of Maritime Industry Authority (MARINA) of the Philippines, Ms. Nannette Dinopol, suggested the adoption of the agenda as presented. The meeting approved the agenda as is.

STATUS REPORT ON THE GLOFOULING PARTNERSHIPS PROJECT

11. Ms. Lilia Khodjet El Khil of IMO introduced the project activities in terms of the status of the implementation of the IMO Biofouling Guidelines and the GloFouling project's progress since 2019. She mentioned that the issues and problems are well presented through the video played (see [video link here](#)) before the meeting. She introduced the IMO Biofouling Guidelines which is IMO's international instrument for actions against biofouling and established in 2011. It is voluntary in nature and lays the foundations for best management practices on developing action plans and record book among others. She mentioned that IMO Guidelines are currently under review by the correspondence group from some member states to augment the actions to uptake the guidelines and the amendment is expected to be completed by 2023. She explained that the correspondence group is currently improving the definitions used such as microfouling and macrofouling, risk assessment for determination of inspection intervals, best practices on cleaning and maintenance of ships, increased awareness and involvement in biofouling management, and effectiveness of the Guidelines.
12. Ms. El Khil introduced the major activities and updates of the IMO GloFouling project which is a global initiative for 6.5 years (2019- 2025) with twelve (12) LPCs including Indonesia and the Philippines in the region, which are required to develop and implement the national initiatives. Thirteen (13) partnering countries indirectly benefit from the project around the world. The intended outputs of the project include: training and awareness for better understanding of the issue, the development of guides and technical publications, and the hosting of global R&D conferences to share knowledge and innovative solutions to support policies and actions in the countries.
13. Ms. El Khil outlined the expectations from the beneficiary countries: undertaking the initiatives at the national level to deal with ships' biofouling and IAS which include establishment of the national task force (NTF), conducting national status assessment and economic assessment, development of national strategy and action plan, and conducting awareness and outreach activities. She added that to help national actions, IMO partnered

with the regional coordinating organizations (RCO) such as PEMSEA for forming the RTF and developing a Regional Strategy. She updated that all LPCs completed the national status assessment, awareness raising meetings, established NTFs using the guidelines developed by IMO project team.

14. At the global level, Ms. El Khil mentioned that the 1st baseline training course on biofouling was developed and delivered by the Philippines in 2021 to increase awareness. A 2nd training course is being developed for the use and development of biofouling management plan and record book. She added that a knowledge hub was established for sharing various materials and updating the database and regulations. She mentioned that the project is collaborating with industry through the formation of a Global Industry Alliance (GIA) to help improve and uptake of the implementation of the IMO guidelines.

REGIONAL/NATIONAL STATUS REPORT

Indonesia

15. Mr. Stephanus Risdiyanto, Deputy Director for Marine Pollution Prevention, Directorate General of Sea Transportation (DGST), Ministry of Transportation (DOT), Indonesia to presented the Status Report, on behalf of the Director, Ahmad Wahid. He reported on the status of project implementation including changes in the project focal point, agencies involved, work plan, port baseline on biological survey (PBBS), and guides for national policy development. Mr. Risdiyanto summarized the major achievements in the previous years: 2019 activities including establishment of NTF, conducting the national workshop, conducting the port biological baseline surveys (PBBS) at 6 sites around the Indonesian ports, attending the 1st R&D forum at Melbourne, Australia; and 202-2021 activities including the completion of the National Biofouling Status Assessment, the conduct of a general training course, and the conduct of the PBBS at 8 ports around the Malacca Strait. He mentioned that through the PBBS around the Indonesian ports, it was found that more than 90% of biota are similar in the central part of Indonesia.
16. For the 2022 and onward, Mr. Risdiyanto mentioned that a national website on biofouling will be established and national strategy and action plan as well as national economic assessment will be developed. He mentioned that the guidance documents for national policy development including inspection methodologies, dry dock operations, biofouling management plans will be also developed.

Philippines

17. Mr. Ramon Hernandez, Director II, Shipyards Regulation Service, MARINA, Philippines, explained that the work of biofouling is mandated in the Philippine maritime industry development plan (2019-2028) as well as inter-agency marine environment strategic plan (2021-2050). He explained that more than 60% of the planned work for the project has

been carried out. These include creating an NTF for biofouling management, installing a biofouling webpage under the MARINA website, finalizing the assessment on biofouling management and its potential risk to the maritime industry in the Philippines, and conducting the first training course on biofouling. For 2022, work that needs to be done includes the development of the national strategy and action plan as well as national economic assessment. National measures for biofouling including advisory on in-water hull cleaning and circulars on ballast water management and anti-fouling system are also under development.

18. Mr. Hernandez explained the formation of the NTF on biofouling through an inter-agency coordinating committee which facilitate the ratification and accession to and implementation of maritime conventions (ICCFRAIMC). The committee meets regularly (every 3 months). He also mentioned about the biofouling website which can be found at the MARINA website and later will be transferred to ICCFRAIMC web portal. It was also informed that the assessment on biofouling management have been done by national consultant as well as training activities organized by the MARINA training institute (MarTI) which acts as a house for biofouling training activities. He mentioned that MARINA already issued policy instruments for biofouling activities such as circulars for anti-fouling paints and systems, ballast water and sediments, in-water hull cleaning while the ship is at sea in all areas within the Philippine waters.

Regional

19. Ms. Gonzales reported on the activities undertaken by PEMSEA as the RCO. They include conducting two regional awareness raising seminars on biofouling in 2021, producing a landscape report on regional biofouling management and institutional framework, assisting in the preparation of the national status reports of Indonesia and Philippines, and attending the global partnerships project meetings in London and online.

Questions and answers

20. Dr. Serena Teo of Singapore inquired if the national reports mentioned are available for public use. Indonesia answered that the assessment report will be available once the report is finalized and the web site is developed. The reports will be uploaded to the web site for sharing.
21. Dr. Ketut Utama of Indonesia commented that the Indonesia and Philippines are two archipelagic countries and connected together so that the concerted actions and regional conference on knowledge sharing on issues for topics as basic as types of invasive aquatic species found in territorial waters might be beneficial for the two countries. Ms. Gonzales responded that the actions in the Regional Strategy could include the joint efforts of the region including the organization of the regional conference on biofouling. Ms. El Khil commented that two presentations are very informative and showed the way for the

region for sharing the information and knowledge. She mentioned that sharing knowledge and technologies and experiences is one of the key components of the Regional Strategy as well as Regional Knowledge Hub. She mentioned that the Regional Hub will host various information and data relating to the biofouling management from the region and nation. Mr. Hernandez also commented that national strategy as well as other documents will be available at the national portal in the Philippines.

DRAFT TERMS OF REFERENCE OF THE REGIONAL TASK FORCE

22. Ms. El Khil of IMO presented the draft terms of reference of the regional task force. The RTF is created as a working group to lead the development of the strategic objectives and action plans. She informed that the draft TOR was developed based on the previous experiences gained through the regional implementation of the projects. She mentioned that the role of the RTF is to develop the Strategy and update/revise it regularly in order to ensure harmonized regional actions and measures in accordance with the IMO Biofouling Guidelines. She expounded on the composition, activities, reporting, secretariat and other details of the RTF as stipulated in the draft TOR which is attached as Annex 3.
23. Ms. Gonzales invited the meeting to provide their views on the draft TOR and suggested to adopt the draft TOR with the brackets still existing. Ms. Nannette Dinopol of MARINA expressed her approval of the draft TOR as it is. Mr. Barkah Mirajaya of DGST, Indonesia suggested to develop a work plan and activities and add it to the RTF's TOR, at least on the 1st year activities. Ms. Gonzales responded positively and added that that 1st year activities will include the conduct of the 1st and 2nd RTF meetings and the development of the Regional Strategy. She also mentioned that the Regional Strategy will be tabled at the PEMSEA's EAS Partnership Council and ASEAN Working Group on Maritime Transport. The meeting approved the draft TOR as a milestone achievement of the RTF.

ELECTION OF THE CHAIR OF RTF

24. Ms. Gonzales invited the meeting to nominate the Chair of the RTF. Ms. Murni Sitinjak, DGST, Indonesia suggested a rotating Chairmanship starting with Indonesia and Philippines, being the two LPCs in the region. Mr. Barkah Mirajaya of DGST, Indonesia confirmed the proposal of rotating arrangement starting with the Philippines at this first meeting. Ms. Gonzales invited the meeting for comments on the proposal, there being no objections, the proposal for a rotating chairmanship among countries, starting with the LPCs was carried.
25. With the election concluded, Ms. Gonzales invited the head of the Philippine delegation, Assistant Secretary Nannette Dinopol of MARINA to Chair the meeting. Ms. Dinopol expressed her gratitude for electing the Philippines as Chair and urged the meeting to actively participate in the discussion for a productive and constructive meeting.

DRAFT REGIONAL STRATEGY ON BIOFOULING MANAGEMENT

Template Regional Strategy

26. The Chair, Ms. Dinopol, invited Ms. Ernesta Swanepoel, IMO Consultant, to briefly introduce the background and features of the template Regional Strategy. Ms. Swanepoel explained that the guidance document and template were developed by the rapid gap analysis to guide the policy makers in developing the Strategy. She stressed the importance of securing buy-in among policymakers for effective interaction at the technical or management level for which NTF play catalysing role and can assist RTF. She also stressed the need to have monitoring and reporting system in place for the region, importance of research, and regular presentation and communication of regional stakeholders. She presented the template of a Regional Strategy based on the experiences and lessons learned.

Draft zero-version Regional Strategy on Biofouling in EAS Region

27. Ms. Dinopol invited Dr. Won-Tae Shin, PEMSEA Consultant to present the draft zero-version of the Regional Strategy on Biofouling Management in the EAS Region. Dr. Shin explained that the draft zero-version is shared as a basic foundational document which the RTF can review, add, provide comments, build upon. He explained the purposes of the Regional Strategy are to guide the development of the national strategy and ensure harmonized and concerted efforts and actions against biofouling in the region. He provided details of the Strategy including vision and mission as well as the strategic objectives and action plans which were developed following the IMO template. He requested the RTF to review and make comments and amendments after the meeting and send through email communications in order to produce a concrete 1st draft before the 2nd RTF meeting in November 2022. Annex 4 contains the draft zero version of the regional strategy on biofouling management.

NEXT STEPS

28. Ms. Dinopol invited PEMSEA to present the work schedule until the end of the year. Ms. Gonzales explained that the draft zero-version Regional Strategy will be revised after the meeting based on the comments and feedback received during May-June 2022 using email communications. She added that the refined version of the Regional Strategy will be presented during the EAS Partnership Council Meeting in July 2022 as part of the consultation process. She informed the meeting that the 2nd RTF meeting will be organized in mid-November 2022 as a physical meeting to hopefully finalize the regional strategy. It was also noted that the final draft will be circulated to ASEAN member countries through the ASEAN Working Group on Maritime Transport (AWGMT), PEMSEA countries and other relevant stakeholders.

29. Ms. Murni Sitinjak, DGST, Indonesia expressed her concern that the schedule of the Regional Strategy may be tight and inquired if the schedule is realistic. Ms. Gonzales responded that the goal this year is to produce the draft Regional Strategy and the schedule for review and approval may be adjusted, if it deems not attainable toward the year's end. Ms. Dinopol requested the meeting to submit the feedback and comments on the zero draft. Mr Sith Noraini of Cambodia inquired that the members of the RTF still need to be nominated. Ms. Gonzales confirmed that the members of RTF should be nominated formally with the information sent to information PEMSEA. Ms Dinopol also informed the meeting about the willingness of the Philippines to host a face-to-face 2nd RTF meeting in Manila in November 2022.

CLOSING OF THE MEETING

30. The Chair, Ms. Nannette Dinopol, DGST, Philippines expressed her gratitude for a productive meeting. IMO and PEMSEA have provided necessary information on IMO Biofouling Guidelines and GloFouling Partnerships Project and Indonesia and Philippines as the LPCs presented the progress on the respective national project activities. Ms. Dinopol summarized the outcomes of the meeting as follows:

- a. The meeting adopted and agreed TOR for the creation of the Regional Task Force (RTF) to develop a Regional Strategy on Biofouling Management in the EAS Region;
- b. The meeting agreed on a rotating chairmanship of the RTF starting with Philippines, then Indonesia and other volunteer countries thereafter;
- c. Countries/agencies agreed to send names of their nominated representatives for the RTF by May 15, 2022 to PEMSEA c/o Elsie Merina (emerina@pemsea.org);
- d. With the zero-version draft Regional Strategy, the formal process of the development of the Regional Strategy has begun with the aim to finalize the draft by the 2nd RTF meeting in November 2022. Countries/organizations are requested to review and provide comments on the zero draft to PEMSEA by May 15, 2022. PEMSEA will send a first draft incorporating the comments to RTF by the end of May 2022.

31. Ms. Dinopol summarized the comments and additional highlights of the meeting as follows:

- a. IMO and PEMSEA commended LPCs on the creation of the NTF with various stakeholders involved;
- b. Philippines requested that regional web portal should be developed in order to share the relevant information and data relating to biofouling issues in the region;
- c. PEMSEA took note of the need to add the 2022 work plan in the TOR of RTF and the need to adjust the tight schedule for the finalizing the draft Regional Strategy;
- d. PEMSEA identified milestones for the RTF as: 1st RTF meeting, drafting zero-version of the Regional Strategy, presenting to the EAS Partnership Council meeting and the AWGMT meeting, 2nd RTF meeting in November 2022;
- e. The 2nd RTF meeting will be organized in November 2022 in face-to-face format in Manila.

32. Ms. Dinopol invited PEMSEA and IMO to give a final remark. Ms. Gonzales expressed her gratitude to the officials and experts for joining the meeting and mentioned that relevant information on the work ahead will be circulated after the meeting. Ms. El Khil congratulated the region for a well-organized and productive meeting and that PEMSEA's model to have a preparatory meeting before the physical meeting is well structured and useful. She congratulated the able chairmanship and thanked the offer of hosting the 2nd RTF meeting and encouraged the participants to share their views and knowledge.
33. The Chair expressed her gratitude for active participation and hoped to see all at the 2nd RTF meeting in November 2022. She declared the meeting closed at 5pm.

Annex 1. Provisional Program

FIRST MEETING OF THE REGIONAL TASK FORCE (RTF) ON BIOFOULING MANAGEMENT IN THE EAST ASEAN SEAS REGION

April 28, 2022 2:30-6:00 pm via zoom

PROVISIONAL PROGRAM

Time	Session	Speaker/Facilitator*
2:30-2:45 pm	I. Welcome and opening messages	IMO/PEMSEA
2:40-2:45 pm	II. Meeting Objectives: <ul style="list-style-type: none"> • Provide background on the GloFouling Partnerships project and on the steps taken in the region in relation to biofouling management. • Endorse the proposed draft Terms of Reference (TOR) of the Regional Task Force (RTF) on Biofouling Management and establish the RTF. • Conduct the first RTF meeting, which will discuss the and agree on a draft Regional Strategy on biofouling management 	PEMSEA
2:45-2:55 pm	III. Adoption of the Agenda	PEMSEA
2:55-3:10 pm	IV. Brief overview and updates on GloFouling Partnership Project	IMO
3:10-3:50pm	V. Regional/National Status Reports Q&A for Sessions IV and V	Indonesia and the Philippines and PEMSEA
3:50-4:20 pm	VI. Draft Terms of Reference of the Regional Task Force Discussion/Comments	IMO
4:20-4:30pm	VII. Establishment of the Regional Task Force- Election of Chair and Co-Chair	PEMSEA
4:30-5:15 pm	VIII. Introduction to the draft regional strategy on biofouling management Regional Strategy Template	Regional Task Force Chair* Ms. Ernesta Swanpoel, IMO Consultant

	Draft zero Regional Strategy on Biofouling Management in the East Asian Seas Region Discussion/feedback from the floor	Dr. Won-Tae Shin, PEMSEA Consultant
5:15-5:30pm	IX. Next steps for the development and implementation of the regional strategy on biofouling management - Timeline from consultations to endorsement - Confirmation of RTF members Discussion	Regional Task Force Chair
5:30-5:40pm	X. Other business	Regional Task Force Chair
5:40-6:00pm	XI. Closing remarks (with summary of actions taken and next steps)	Regional Task Force Chair

Annex 2. List of Participants

Name	Surname	Gender	Job Title	Organisation	Email	Country of residence
Rodante	Corpuz	Male	IT Specialist	PEMSEA	rcorpuz@pemsea.org	Philippines
Hiroshi	KAWAI	Male	Research Center for Inland Seas	Kobe University	kawai@kobe-u.ac.jp	Japan
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TEO	SERENA	Female	PRINCIPAL RESEARCH FELLOW, TROPICAL MARINE SCIENCE INSTITUTE	NATIONAL UNIVERSITY OF SINGAPORE	TMSTEOLM@NUS.EDU.SG	SINGAPORE
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Sakchai	klaimala	Male	Scientist, Professional Level, Environment Group, Marine Safety and Environment Bureau	Marine Department	Klaimala@yahoo.com	Thailand
Nobuhiro	Hirashima	Male	Director for International Ocean Affairs, Ocean Policy Division, Policy Bureau	Ministry of Land, Infrastructure, Transport and Tourism (MLIT)	hirashima-n2y7@mlit.go.jp	Japan

Ryuji	Kojima	Male	Dept. of Marine Environment and Engine Systems / Center for International Cooperation	National Maritime Research Institute (NMRI)	kojima@m.mpat.go.jp	Japan
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Elsie	Merina	Female	Programme and Admin Associate	PEMSEA	emerina@pemsea.org	Philippines
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Annex 3. Proposed TOR of the Regional Task Force (RTF)

**PROPOSED DRAFT TERMS OF REFERENCE FOR THE
REGIONAL TASK FORCE (RTF) ON BIOFOULING MANAGEMENT**

EAST ASIAN SEAS REGION

1 Purpose of the Regional Task Force

The purpose of establishing a Regional Task Force (RTF) is to develop a Regional Strategy for Biofouling Management within the region.

2 Role of the Regional Task Force in the context of implementing the Regional Strategy and its Action or Implementation Plan

In the context of implementing the Regional Strategy on Biofouling Management, once developed, and its [Action][Implementation] Plan, the RTF should oversee, coordinate, and facilitate work on the following:

- a) Regular revision and updating of the Regional Strategy on Biofouling Management and its [Action][Implementation] Plan in accordance with the latest developments on biofouling management at the national, regional and global level;
- b) Promotion of the development/revision of national legislation and procedures on biofouling management with the view to ensuring a harmonized regional approach consistent with the IMO Biofouling Guidelines; and
- c) Promotion of measures designed to enhance the public awareness of biofouling and invasive aquatic species issues in relation to all maritime industries.

3 Establishment and functioning of the Regional Task Force

The RTF should be established from key stakeholders from countries in the region and can be either a new regional group or, if appropriate, an existing task force, with representation from all countries in the region.

- a) Establishment of the RTF:
 - i) The RTF is established as a Working Group.

- b) Composition of the RTF:
 - i) The RTF comprises the National Focal Points of the GloFouling Lead Partnering Countries and the designated representatives of a National Lead Agency from other countries in the region.
 - ii) The RTF is also composed of and assisted by relevant organisations, namely IMO and PEMSEA, and representatives of major stakeholders (e.g. interested parties that have signed other regional agreements, industries, scientific communities, academia, NGOs, etc.), who will be invited to attend the meetings of the RTF as appropriate.

- c) Chair and Secretary of the RTF:
 - i) Country representatives will chair the RTF by rotation, starting with the GloFouling Lead Partnering Countries' representatives during the first [and second] chairmanship term.
 - ii) PEMSEA will serve as Secretary to the RTF and to the RTF meetings.

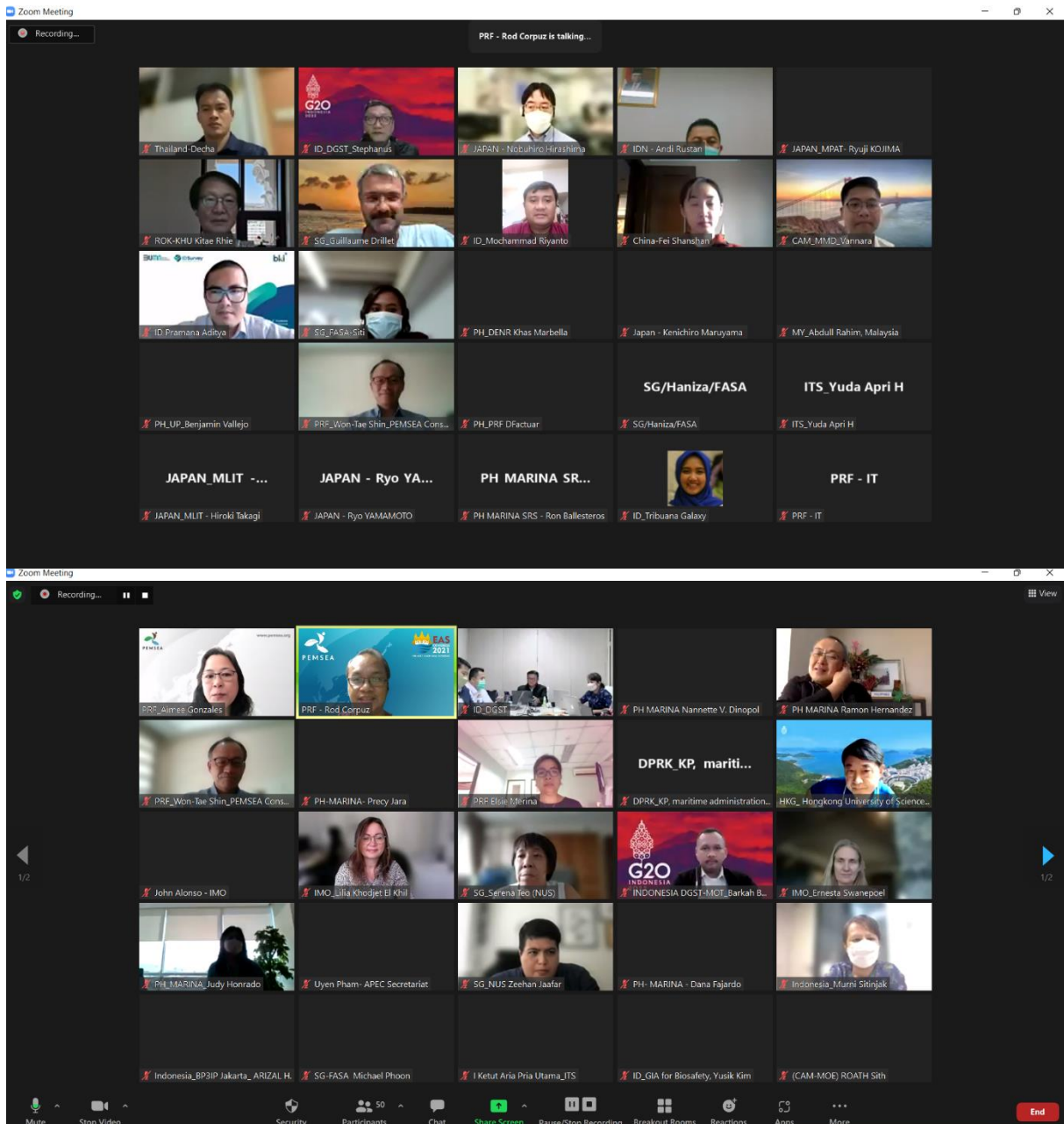
- d) Modus operandi:
 - i) The RTF carries out its work by correspondence and by organizing technical subject meetings as appropriate.
 - ii) During the preparation and adoption of the strategic aspects and targets to be included in the Regional Strategy on Biofouling Management and its [Action][Implementation] Plan, the RTF will meet at least [three] times within the framework of GloFouling Partnerships.
 - iii) In the longer term, general meetings to evaluate the progress made on biofouling management aspects included in the Regional Strategy on Biofouling Management and its [Action][Implementation] Plan should be organized at least once a year.
 - iv) The RTF should periodically examine and review, as necessary, the present Terms of Reference.

- e) Reporting:
 - i) The Secretariat, on behalf of the RTF, should report to the meetings of the [name of relevant regional interministerial forum]. The report should include appropriate recommendations and proposals on the progress of implementation of biofouling and IAS aspects included in the Regional Strategy on Biofouling Management and its [Action][Implementation] Plan.
 - ii) The Secretariat, on behalf of the RTF, should also report this progress at meetings of relevant international bodies.

Annex 4: Zero Draft Regional Strategy:

Please see attached link. [Zero Draft Regional Strategy](#)

Annex 5: Zoom Meeting Photo:



Annex 6: RTF Biofouling Meeting presentation materials (Google Drive Link)

<https://drive.google.com/drive/folders/1bEus2xzzM7WBp6c88Bsipt9n5OkznIrp>

