



Guidelines for improving delivery, efficiency and impact of WESTPAC Programs and Projects

The ocean is at the heart of the sustainable development. Advancing ocean science and cooperation is essential to improve ocean governance and to inform decisions at all levels. Yet critical gaps in ocean knowledge are hindering our ability to develop innovative solutions to meet national and international challenges.

The IOC Sub-Commission for the Western Pacific (WESTPAC), entrenched in this developing region and as part of the IOC/UNESCO, endeavors to advance ocean science and cooperation, and develop/catalyze transformative ocean science solutions in order to serve the needs of our Member States for the conservation and sustainable use of ocean, marine and coastal resources.

WESTPAC designated Principal Investigators (PIs) play an important role in the WESTPAC international cooperative framework/process, as they are entrusted to coordinate the development of respective WESTPAC programs/projects, engage relevant stakeholders, and deliver knowledge, tools and results needed to address priority needs of Member States in the region. Thus, we cordially invite you, in your capacity as the designated WESTPAC PI, to join the collective effort/process for further improving the quality delivery, efficiency, and effectiveness of programs and projects.

As an initial step, please refer to the following **six key elements**, and further develop the program/project's objectives and the next two years' workplan using the template in **Annex 1**. Please also provide detailed information on the progress made since the outbreak of the Covid-19 Pandemic (early 2020).

We sincerely expect to receive your inputs to the attached template by 15 December 2022, so that we can complete the program/project enhancement process by 15 January 2023, and thus present a better-defined WESTPAC program/project structure at the 14th Intergovernmental Session, to be held in Indonesia, April 2023.

Please do feel free to reach out, should you need any assistance and support. We can figure out a solution together.

1. Respond to national and/or international environmental, social and economic challenges

WESTPAC Programs/projects shall clearly define how they will serve the needs of countries in the region, contribute to the 2030 Agenda for Sustainable Development, in particular SDG 14 related to the conservation and sustainable use of the ocean, seas and marine resources; and other global legal and policy frameworks, such as the UN Framework Convention on Climate Change (UNFCCC), the Convention on Biological Diversity (CBD), the Sendai Framework for Disaster Risk Reduction, the Small Island Developing States Accelerated Modalities of Action (SAMOA) Pathway, the 2001 UNESCO Convention on the Protection of the Underwater Cultural Heritage, the 1972 World Heritage Convention, the Convention on Migratory Species (CMS) and emerging agreements such as a legally binding instrument under UNCLOS on the conservation and sustainable use of marine biological diversity of areas beyond national jurisdiction (BBNJ).



2. Establish a reasonable timeframe

In most cases, the duration of a WESTPAC program should be no longer than eight years, and a WESTPAC project should be no longer than four years. The extension of programs/projects could be made, subject to their delivery, performance and evaluation results.

3. Develop S.M.A.R.T objectives¹, and expected outputs and/or outcomes

The objectives of WESTPAC programs/projects shall be specific, measurable, attainable/achievable, relevant, and time-bound (SMART), with clear descriptions of expected outputs and outcomes. As customary, a concise progress report, including a two-year workplan need to be developed and submitted two-three months prior to the regular WESTPAC Sessions.

4. Endeavor to engage key stakeholders outside academia

To enhance program/project impact, engaging stakeholders can ensure that we deliver useful and usable knowledge and allow us to develop a deeper understanding of the ocean and needed solutions. It is important for our programs and projects to endeavor to engage relevant stakeholders and understand whether or how they could benefit from the research. Stakeholders, for example, could be governments, industries, private sectors, coastal communities, and NGOs.

5. Establish and maintain efficient communication during the intersessional period with Member States in the region about program/project activities.

It is essential for PIs to maintain close communication with Member States, mainly through the WESTPAC Office, about program/project activities in order to enable Member States to synergize their efforts, catalyze collective actions, leverage potential support and facilitate program/project implementation and their deliveries.

6. Engage active members upon the recommendation from relevant IOC National Focal Points for WESTPAC, and replace those who are no longer active.

¹ You may refer to many examples of SMART objectives. (e.g., <https://proposalsforngos.com/how-to-develop-smart-objectives/> . Again, should you have any enquiries, please feel free to reach out to us.