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| ***On completion the Capacity Development Plan should be submitted with draft Compliance Monitoring Report (dCMR) to the Secretariat – this is due 28 days prior to TCC.*** |
| **CAPACITY DEVELOPMENT PLAN TEMPLATE[[1]](#footnote-1)** |
| In accordance with paragraph 5 of CMM 2015-07, a SIDS, Participating Territory, Indonesia or the Philippines may submit a Capacity Development Plan with their dCMR to confirm that they cannot meet a particular obligation that is being assessed in the CMR, due to a lack of capacity. |
| **CCM:** |
| **Obligation:**  |
| **CMR reporting year:**  | **Date submitted:**  |
| **i) CCM to clearly identify and explain what is preventing the CCM from meeting that obligation** |
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| **ii) CCM to identify the capacity building assistance needed to allow that CCM to meet that obligation** *(there may be steps before a CCM can become compliant with the obligation)* |
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| **iii) CCM to provide estimates of the costs and/or technical resources associated with such assistance, including, if possible, funding and technical assistance sources where necessary** |
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| **iv) CCM to set out an anticipated timeframe in which, if the identified assistance needs are provided, that CCM will be able to meet that obligation***CCM shall report its progress under the Capacity Development Plan every year in its Annual Report Part II* |
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|  | **Anticipated end date for the Plan:** *(assuming assistance delivery set out herein)* |
| **Relevant excerpts for Capacity Development Plan from CONSERVATION AND MANAGEMENT MEASURE FOR COMPLIANCE MONITORING SCHEME** **Conservation and Management Measure 2015-07***Capacity Assistance Need*5. Notwithstanding paragraph 3, where a SIDS or Participating Territory, or Indonesia or the Philippines cannot meet a particular obligation that is being assessed, due to a lack of capacity2, that CCM shall provide a Capacity Development Plan to the Secretariat with their draft Compliance Monitoring Report (dCMR), that:(i) clearly identifies and explains what is preventing that CCM from meeting that obligation;(ii)  identifies the capacity building assistance needed to allow that CCM to meet that obligation;(iii)  estimates the costs and/or technical resources associated with such assistance, including, if possible, funding and technical assistance sources where necessary;(iv) sets out an anticipated timeframe in which, if the identified assistance needs are provided, that CCM will be able to meet that obligation.The CCM may work together with the Secretariat to draft the Capacity Development Plan. This plan shall be attached to that CCM’s comments to the dCMR.6. Where TCC recognizes that a capacity assistance need has been identified in a dCMR by a SIDS, Participating Territory, Indonesia or the Philippines, which has prevented that CCM from fulfilling a particular obligation, TCC shall assess that CCM as “Capacity Assistance Needed” for that obligation. TCC shall recommend to the Commission that it allow the Capacity Development Plan to run until the end of the anticipated timeframe and assistance delivery set out therein. 7. That CCM shall report its progress under the Capacity Development Plan every year in its Annual Report Part II. That CCM will remain assessed as “Capacity Assistance Needed” against that particular obligation until the end of the anticipated timeframe in the plan. …*Conclusion of Capacity Development Plan or Status Report*12. Notwithstanding paragraphs 5 - 7 and 6 - 11, where TCC does not consider that progress has been made against a Capacity Development Plan or a Status Report that CCM shall be assessed for that obligation in accordance with Annex I. 13. If a CCM notifies the Commission that its capacity needs have been met, or an investigation has been completed and any required action taken, the Capacity Development Plan or Status Report for that obligation shall be deemed to have terminated early and the CCM’s compliance with that obligation shall then be assessed in accordance with Annex I. 14. Once the timeframe in the Capacity Development Plan or Status Report has passed, that CCM’s compliance with that obligation shall then be assessed in accordance with Annex I.---2. Any CCM may identify a capacity assistance need through the CMS process; however, the application of paragraphs 5 - 7 is limited to those CCMs identified in the paragraph. |

1. Version 1 issued by WCPFC Secretariat 22 March 2017 –this template was prepared for use as a guideline for CCMs who may like to submit a Capacity Development Plan with their draft Compliance Monitoring Report (dCMR). TCC12 recommended that information being provided in writing improves TCC’s ability to make informed assessments and the Secretariat was tasked with preparing a paper template so as to assist CCMs in providing required information for CMM 2015-07 paragraph 5. [↑](#footnote-ref-1)