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**PROCEEDINGS**  
**of**  
**SEAMEO BIOTROP 56<sup>th</sup> Governing Board Meeting**  
**17 -18 September 2018**  
**Bali, Indonesia**

**INTRODUCTION**

1. The SEAMEO Regional Centre for Tropical Biology (SEAMEO BIOTROP) held its 56<sup>th</sup> Governing Board Meeting (GBM) on 17 - 18 September 2018 at the Anvaya Beach Resort, Bali, Indonesia.
2. SEAMEO BIOTROP and 6 SEAMEO Centres in Indonesia held a joint opening ceremony for their respective GBMs on 17 September 2018 at the Anvaya Beach Resort. The event was officiated by the Dr. Didik Suhardi, Secretary General of the Ministry of Education and Culture of the Republic of Indonesia. Dr. Gatot Priowirjanto, SEAMEO Secretariat Director, and Dr. Ida Bagus Kadek Subiksu representative of the Governor of Bali Province, also presented their remarks.
3. The joint opening program was attended by SEAMEO Secretariat Board of Directors, Governing Board Members of 4 SEAMEO Centres in Indonesia, Board of Directors of 7 SEAMEO Centres in Indonesia, Governor of Bali Representative, Regent of Badung representative, Head of Education Agency of Bali Province, and Head of Horticulture, Food Security and Plantation Agency of Bali Province.
4. Seven Governing Board (GB) members from Brunei Darussalam, Cambodia, Indonesia, Myanmar, the Philippines, Singapore, and Timor Leste and two (2) representatives from Malaysia and Thailand attended SEAMEO BIOTROP's 56<sup>th</sup> GBM. Also present during the meeting were SEAMEO Secretariat (SEAMES) Deputy Director for Administration and Communication (DDAC), President of Cagayan State University, staff member of Institute of Brunei Technical Education (IBTE) and staff members of MESTECC, Malaysia as observers, and SEAMEO BIOTROP Board of Directors and staff members. Appendix 1 listed the names of participants of the meeting.
5. The meeting's discussions focused on seven (7) working and four (4) information papers.

## **I. OPENING OF THE MEETING PROPER**

6. The Chair welcomed every GB member and expressed appreciation for their presence in the meeting.
7. SEAMES DDAC delivered his remarks as an ex-officio member of the Meeting on behalf of the SEAMES Director. He emphasized the important role of the GB members in guiding the decisions in the implementation of BIOTROP programs.
8. He also expressed his appreciation to BIOTROP for giving him the chance to relay all decisions and resolutions from SEAMEO meetings to update the GB members on all SEAMEO programs and activities.
9. He congratulated BIOTROP for all its accomplishments during FY 2017-2018 according to its planned programs and activities based on its Five-Year Development Plan (FYDP) which contributed to the development of human resources for regional understanding and unity among SEAMEO member countries.
10. He also reported some milestones of SEAMEO for the FY 2017-2018 including the acceptance of UNESCO APCEIU as additional affiliate member of SEAMEO.
11. He expressed his gratitude to the Government of Indonesia and all 11 SEAMEO member countries for their continuous support to BIOTROP and also commended the BIOTROP directorship and staff for organizing the meeting.
12. He wished all the Board a successful meeting and all the best in the Centre's work in enhancing the quality of life in the region particularly in the education sector.

## **II. Election of New Chairman and Vice Chairman**

13. Brunei GB member and Outgoing Chair opened the floor for the election of the new chair.
14. Myanmar GB member nominated Cambodia GB member to be the chair for the meeting. Thailand GB member representative nominated Indonesia GB member as Vice Chair. Singapore and Timor Leste GB members, and Malaysia GB member representative seconded the nominations.

### **III. Election of Chief Rapporteur**

15. The Philippines GB member accepted the request of the Outgoing Chair to be the Chief Rapporteur of the meeting.
16. The Outgoing Chair handed over the presiding of the meeting to the newly elected Chair from Cambodia.
17. Newly elected Chair appreciated the trust of the Board members for him to be the chair of the meeting this year.

### **IV. Adoption of Agenda and Timetable of the Meeting**

18. The Philippines GB member moved for the approval of the proposed agenda as presented. The Agenda and Timetable are as shown in Appendix 2.

### **V. Matters for Acknowledgement**

The Chair presented the paper.

#### **Discussions:**

19. Timor Leste GB member mentioned that there is a new Minister of Education of his country and will provide the right name to the Secretariat later.
20. Malaysian GB member representative requested to add the the title Ministry of Education Malaysia after the name of their Secretary General of Ministry of Education, Malaysia.
21. The Philippines GB member concurred the matters of acknowledgement.
22. The Meeting acknowledged the changes/additions in the following, as presented by the Board Chair :
  - a. SEAMEO BIOTROP Governing Board members,
  - b. Ministers of Education of SEAMEO member countries,
  - c. SEAMEO High Officials,
  - d. SEAMEO Centres' Directorship and staff,
  - e. SEAMEO BIOTROP Personnel.

23. **RESOLUTION:** The Board took note of the changes/additions in the SEAMEO BIOTROP GB membership, Education Ministers and High Officials of SEAMEO member countries, SEAMEO BIOTROP Personnel, and SEAMEO Centre Directors.

## **VI. Matters for Approval**

### **1.0 Follow-up Actions Taken by SEAMEO BIOTROP on the Decisions and Recommendations of the 56<sup>th</sup> SEAMEO BIOTROP Governing Board Meeting (GBM-56/WP-1)**

24. The Centre Director reported the results of the referendum on the WP among the GB members.

#### **Discussions:**

No discussion followed.

25. **RESOLUTION:** The Board took note of the follow up actions taken by SEAMEO BIOTROP on the decisions and recommendations of the 56<sup>th</sup> Governing Board Meeting.

### **2.0 Follow-up Actions Taken by SEAMEO BIOTROP on the Agreements of the 2018 SEAMEO Centre Directors Meeting (GBM-56/WP-2)**

26. SEAMEO BIOTROP Deputy Director for Programme (DDP) presented the follow-up actions taken by the Centre on the 2018 SEAMEO Centre Directors Meeting agreements.

#### **Discussions:**

27. Myanmar GB member commented that the border schools program is a good move from SEAMEO. He expressed interest and support in implementing this program in his country considering that there are a lot of migrants living in the borders between Thailand and Myanmar.

28. BIOTROP DDP informed him that this program will be discussed in SEAMEO High Officials Meeting in November 2018 in Bangkok, Thailand. He suggested that Myanmar GB member to contact the High Official representative of Myanmar to SEAMEO to express his interest to support the Program.

29. The Centre Director expressed appreciation to Myanmar GB member. He said that BIOTROP is ready to support SEAMEO's Borderless School program in collaboration with universities in the region.
30. On the students internship program, Timor Leste GB member inquired about the criteria and requirements for joining the program. BIOTROP DDP replied that he could inform students from their university to apply to SEAMEO online or send a letter of request to BIOTROP directly. The Centre Director encouraged Timor Leste GB member to take time to go around BIOTROP facilities while attending the 3rd International Conference of the Centre and determine later where his students can do internship in BIOTROP.
31. The Philippines GB member commented on the disaster risk management considering the damage in northern Philippines caused by the recent typhoon. She said that universities in the Philippines have courses on this subject including Cagayan State University and could be tapped for collaboration with BIOTROP. The Centre Director appreciated the information from Philippines GB member and wished that Philippines can recover soon from the impacts of the typhoon. He said that we all need to learn from the Philippines on their disaster risk management system. With BIOTROP's Deputy Director for Administration (DDA) who has experience in managing rehabilitation during the Aceh tsunami incident, Indonesia and Philippine universities can develop more specific programs on disaster risk management.
32. **RESOLUTION:** The Board took note of the actions taken by SEAMEO BIOTROP on the 2018 SEAMEO Centre Directors Meeting.

### **3.0 Draft of SEAMEO BIOTROP Annual Report for FY 2017/2018 (GBM-56/WP-3)**

33. SEAMEO BIOTROP Deputy Director for Programme (DDP) provided a general introduction on the draft of SEAMEO BIOTROP Annual Report for FY 2017-2018, and sought comments and suggestions from the Meeting. He also showed the video on the Centre's accomplishments for the fiscal year in review.

#### **Discussions:**

34. Malaysian GB member representative suggested to include the next focus of the BIOTROP in the next five years in terms of research for people to know. The Centre Director said that the annual report follows the template from SEAMEO

Secretariat on its 3 KRAs and the future projects of the Centre are contained in its FYDP.

35. Indonesian GB member inquired on the progress and challenges of the fruit production program and the next steps to take. In relation to industrial revolution 4.0, he said that it is important that BIOTROP responds to it in terms of developing its research roadmap for the next years to come. The Centre Director requested Dr. Supriyanto to give a progress report on the fruit production program. Dr. Supriyanto reported that up to present, a total of 30 vocational schools from 15 provinces in Indonesia are involve in the program, including some researchers from Bogor Agricultural University especially from Agronomy Faculty and Centre for Tropical Horticulture (PKHT). The program focuses on intensive fruit production system including genetic selection.
36. Indonesian GB member further inquired if the fruit production or SMART Farming or Agriculture program of BIOTROP could include other types of schools other than agricultural vocational schools considering the decrease in the number of quality students enrolling in agriculture and related fields. He said that BIOTROP can be an agent to promote agriculture among all types of schools. The Centre Director replied favorably to the suggestion for BIOTROP to be the link between schools and universities. He informed the Indonesian GB member that BIOTROP has programs involving other types of schools such as the school garden and urban agriculture training programs.
37. The Philippines GB member commented on the Regional Visibility section of the Annual Report as well as involving schools and communities. She shared that CSU has already launched a program on mangrove conservation and will be presenting the progress during BIOTROP's 3rd International Conference on Tropical Biology in Bogor.
38. BIOTROP Deputy Director for Administration (DDA) suggested to revitalize the collaboration between BIOTROP with the Ministry of Science and Technology other than with the Ministry of Education and Culture.
39. The Centre Director emphasized the challenge and opportunity on transferring technologies effectively from universities and research Centres to schools. BIOTROP is trying to do that through its programs on school garden and urban agriculture. He was proud to report that training alumni of school garden and urban agriculture programs continue to communicate and share their experiences through WhatsApp.

40. Thailand GB member commented on the format of the Annual Report and said it is good but suggested to relay the report to communities in Indonesia and other Southeast Asian countries. BIOTROP may need to translate the summary of the report to language of member countries for public understanding.
41. Timor Leste GB member appreciated BIOTROP's Annual Report. The report itself is good for scientists but not for all common people. He suggested to convert the contents of the report, especially on the research outputs, into easy guidelines for people to follow. The Centre Director responded that BIOTROP has already published books on the Centre's technologies and also developed online courses.
42. The Philippines GB member shared that in the Philippines there are science journalists that translate research results in language easily understood by the public.
43. Malaysian GB member representative said that the Annual Report is extensive and comprehensive. She suggested, however, that it should emphasize that all the Centre's activities are supporting the SDGs.
44. **RESOLUTION:** The Board approved the Draft of the SEAMEO BIOTROP Annual Report for FY 2017/2018, and endorsed its submission to the SEAMEO Council.

#### **4.0 SEAMEO BIOTROP Audited Financial Report and Support Profile for FY 2017/2018 (GBM-56/WP-4)**

45. SEAMEO BIOTROP Deputy Director for Administration (DDA) presented the Centre's Audited Financial Report and Support Profile for FY 2017/2018.
46. He reported that in the opinion of the auditor, SEAMEO BIOTROP's financial statement of assets, liabilities and fund balances as of 30 June 2018 and for the year ended, were in all material respect, and in accordance with Financial Operations Manual (FOM) of SEAMEO.

#### **Discussions:**

47. Indonesian GB member asked about the significant changes on land and equipment value as stated in the audited financial statement of the Centre. BIOTROP DDA informed that the decrease occurred due to the revaluation by the State Assets and Auction Service Office.



48. Singapore GB member asked about the huge depreciation in equipment. The Centre Director said that the decrease was not only because of the depreciation but also because of the fixed asset disposal by the Centre during FY 2017/2018. BIOTROP DDA also added that there is a difference between 2 methods in calculating fixed asset depreciation, i.e. based on SIMAK BMN application and database of SEAMOLEC as the Coordinator of the Centres in Indonesia. BIOTROP follows SEAMOLEC in determining its fixed asset depreciation.
49. **RESOLUTION:** The Board approved the SEAMEO BIOTROP Audited Financial Report and Support Profile for FY 2017/2018 for submission to SEAMEO Secretariat.

#### **5.0 Proposed Three-Year Budget of SEAMEO BIOTROP for FY 2019/2020, FY 2020/2021 and FY 2021/2022 (GBM-56/WP-5)**

50. SEAMEO BIOTROP DDA presented the proposed Centre's requirements for capital and operating funds, as well as special funds for FY 2019/2020, FY 2020/2021 and FY 2021/2022.

#### **Discussions:**

51. Singapore GB member asked if there is a pressure to reduce the budget in the next three years considering that would affect the implementation of your programs and activities. The Centre Director responded that the 3-year budget discussed is in compliance to the requirement of SEAMEO to prepare the document. However, the GOI does not really follow this budget because it already has determined the budget to be allocated to the SEAMEO Centres in Indonesia. The budget could be reduced but only on the operational expenses of the Centre but not the allocation for programs.
52. Malaysian observer requested clarification on the use of DIPA and SEDF. Director explained that SEDF is used for regional program purposes while DIPA fund is used for national programs and operational expenses.
53. **RESOLUTION:** The Board approved the SEAMEO BIOTROP Proposed Three-Year Budget for FY 2019/2020, FY 2020/2021 and FY 2021/2022 and including the agreements mentioned above.

## **6.0 SEAMEO BIOTROP Tentative Research and Training Activities for 2019 under Government of Indonesia and SEAMEO Fund Support (GBM-56/WP-6)**

54. SEAMEO BIOTROP DDP informed the Board of the Centre's proposed research and training activities for 2019.

### **Discussions:**

55. The Philippines GB member suggested to incorporate gender issues/topics in research and training activities of BIOTROP. BIOTROP DDP took note of the suggestion.
56. Thailand GB member representative asked if the Centre has enough budget to approve all the research proposals. He also asked if the school teachers are to be mentored. BIOTROP DDP answered that the BIOTROP usually accepts an average of 22-24 research project proposals that passed the external review process and prioritizes the project proposals that should receive grants according to the Centre's program thrusts. He also said that school garden resource persons serve as mentors to the teachers.
57. SEAMES DDAC and the Philippines GB member suggested to cluster and integrate some projects and experts to solve complex problems including social aspects.
58. Indonesia GB member suggested to request SEAMEO BIOTROP to prepare research roadmaps as reference for the applicants in submitting their research proposals to BIOTROP. He agreed with the suggestions from the Philippines GB member but also recognized that some of the proposals are already addressing some social aspects.
59. **RESOLUTION:** The Board endorsed and expressed support to BIOTROP to carry out the process of selection of the proposed research and training activities for 2019, considering the comments and suggestions given above.

## **7.0 Proposed Amendments on SEAMEO BIOTROP Staff Rules (GBM-56/WP- 7)**

60. SEAMEO BIOTROP Deputy Director for Administration (DDA) presented the proposed Amendments on SEAMEO BIOTROP Staff Rules.

**Discussions:**

61. Singapore GB member asked that should the amendments be approved, when is the effectivity especially if this would be applied to staff who are already on going with their graduate education? The Centre Director replied that the amended Staff Rules shall be effective after the Meeting. However, this would not affect those staff who are already on study leave.
62. Indonesia GB member asked why the amount of the death benefit now depends on the decision of the Executive Committee (EXCOM). Would it increase or decrease? The Centre Director replied that this is due to the fact that the Centre does not have excessive money to grant the amount originally stated in the staff rules since the Centre's income from its facilities are returned to the government. This amendment is simpler and could be according to available funds that the Centre has. BIOTROP DDA added that all staff are already insured and death benefit is already covered by the insurance.
63. **RESOLUTION:** The Board approved the proposed Amendments on SEAMEO BIOTROP Staff Rules.

**VII. Matters for Information**

**8.0 Significant Policy, Points, Agreements and Actions Taken on Key Agenda Items from SEAMEO Meetings in FY 2017/2018 (GBM-56/INFO-1)**

64. SEAMEO Secretariat Deputy Director for Administration and Communication (DDAC) presented this paper with special focus on SEAMEO Secretariat's operational and policy matters, and SEAMEO Programmes and Projects.

**Discussions:**

65. No discussion followed after the presentation.
66. **RESOLUTION:** The Board took note of SEAMES Significant Policy, Points, Agreements and Actions Taken on Key Agenda Items from SEAMEO Meetings in FY 2017/2018.

## **IN-CAMERA SESSION**

### **9.0 Term of Office of SEAMEO BIOTROP Deputy Director Program (GBM-56/INFO-2)**

67. **RESOLUTION:** The Board took note of the Term of Office of SEAMEO BIOTROP Deputy Director Program.

### **10.0 Agriculture Vocational School Fruit Tree Orchard Establishment Programme (GBM-56/INFO-3)**

68. SEAMEO BIOTROP Affiliate Scientist, Dr Supriyanto presented the information paper on Agriculture Vocational School Fruit Tree Orchard Establishment Programme.

#### **Discussions:**

69. Indonesian GB member asked about the progress of each school partners and the factors contributing to their success. Dr. Supriyanto replied that most schools that have initially shown success are located in West Java and also those in Sumatra. Slow progress are in Papua, Kalimantan and Bali. The success is attributed to the availability of equipments and commitment of the school principals and teachers to carry out the Programme's activities.

70. Brunei Darussalam GB member asked about the sustainability of the project considering that students graduate every year. Dr. Supriyanto replied that the sustainability of the project is on the way it is transforming the students to be job creators. The Centre Director added that the sustainability could be ensured by involving directly the school principals and teachers in all program activities.

BIOTROP DDA opined that for the next 5 years, the Programme can be sustained from the funding support from the Ministry of Education and Culture of Indonesia (MoEC).

71. Myanmar GB member commented that this is a good program to improve the skills of secondary school children. He suggested that BIOTROP might consider selecting the bright students from vocational schools to continue to their higher education.

72. Singapore GB member expressed his liking for the program. As a geneticist, he further expressed his interest to collaborate, particularly with universities in Indonesia such as IPB, in terms of improving the genetic resources for the programme through genetic selection and breeding. The Centre Director thanked Singapore GB member for volunteering himself to be a part of this programme.
73. Thailand GB member representative suggested that the programme should go beyond producing the fruits but also teach the students about Good Agricultural Practices. In Thailand, he shared that they have fruit orchard as well as seedling production nursery which is more profitable. Thus, the programme should also teach the students on seedling production. The programme should specifically clarify about the concept of non-seasonal fruit production i.e. having one fruit species available the whole year or having different fruit species all year-round. He also suggested to involve the Ministry of Agriculture. The Centre Director welcomed the suggestions and added that BIOTROP has already discussed the production of seedlings with the research centers of the Ministry of Agriculture especially tapping the available technologies they have to be transferred to the schools and be able to produce pest and disease-free seedlings.
74. The Philippines GB member asked if there is a baseline data on the available fruit varieties in Indonesia and market studies. The Centre Director said that BIOTROP uses the baseline data from the Ministry of Agriculture on available fruits produced in Indonesia. He also said that any fruit to produce would not be a problem considering that Indonesian people consume 98 percent of fruits produced by the country and only 2 percent is exported.
75. **RESOLUTION:** The Board took note and supported the implementation of School Fruit Production Program.

#### **11.0 SEAMEO BIOTROP Non-Taxable Revenue Management (GBM-56/INFO-4)**

76. SEAMEO BIOTROP Director informed the Board on the SEAMEO BIOTROP Non-Taxable Revenue Management.

#### **Discussion:**

77. No discussion followed after the presentation.

78. **RESOLUTION:** The Board took note on the SEAMEO BIOTROP Non Tax Revenue Management.

## **VIII. Other Matters**

### **12.0 Venue and Date of SEAMEO BIOTROP 57<sup>th</sup> Governing Board Meeting**

79. After discussion, the Board agreed that the 57<sup>th</sup> GBM will be held in Cambodia on 6-9 October 2019. The first priority venue is in Siem Reap and second is Phnom Penh.

### **13.0 Adoption of the Meeting Agreements and Closing Ceremony of SEAMEO BIOTROP 56<sup>th</sup> Governing Board Meeting**

80. The Board adopted the Meeting Agreements with revisions.

## **IX. Closing Ceremony**

81. All GB members and representatives, and SEAMES DDAC gave their impressions and parting messages on the outputs and the way we the Meeting was conducted.
82. BIOTROP Director thanked the GB members and representatives for their active participation during the Meeting and their continued support to the Centre's programs and activities. He then presented tokens of appreciation to all of them.
83. The Board Chair officially closed the Meeting.