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SEA TURTLE CONSERVATION AND IMPROVEMENT OF COASTAL COMMUNITIES LIVELIHOODS PROGRAM



MAY 2014

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Sea Turtle Conservation and Improvement of Coastal Communities
Livelihoods Program FINAL REPORT

Fix Obligation Grant No.AID-519-G-11-0001

Sea Turtle Conservation and Improvement of
Coastal Communities Livelihoods Program

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ACRONYMS

ACOTOM: Sea Turtle Conservation Associations

ADESCO: Local Development Association

FUNZEL: Zoological Foundation of El Salvador

ICAPO: Eastern Pacific Hawksbill Initiative

MARN: Ministry of Environment and Natural Resources

MAG: Ministry of Agriculture and Livestock

MinGob: Ministry of Governance

MH: Ministry of Finance

OIRSA: Regional International Organization for Plant
Protection and Animal Health

USAID: United States Agency for International Development

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EXECUTIVE SUMMARY



hawksbills (*Eretmochelys imbricata*), 3,782 green (*Chelonia mydas agassizii*), and the remaining majority are *Lepidochelys olivacea*.

Additionally, with the cooperation of the Eastern Pacific Hawksbill initiative (ICAPO) 36,830 *E. imbricata* hatchlings were released in Jiquilisco Bay, and 23,724 *L. olivacea* hatchlings were released in Corral de Mulas in the cooperation of the Municipality of Puerto El Triunfo. This effort provided temporary employment to more than 1,164 "tortugeros" and their families.

Collectively the program, contributed to the successful release and protection of 2,150,879 sea turtle hatchlings of the four species that nest in the country. The program created and strengthened nine Associations for the Conservation of Sea Turtles, known by the Spanish acronym ACOTOM, in Barra de Santiago, San Blas, San Diego, Isla Tasajera, Corral de Mulas, Ceiba Doblada, El Icacó and Isla de Méndez and ATOPLOC in Los Pinos beach at Cangrejera. These organizations, comprised of sea turtle egg collectors or "tortugeros" from four departments throughout the country, benefited from general assemblies, community workshops and environmental festivals. San Blas and

Isla de Méndez received trainings to help create alternative income streams through the elaboration of crafts from local materials such as coconuts and glass, as well as serigraphs in addition to the incubation and liberation of sea turtle hatchlings. Collectively these activities contributed to the improvement of local livelihoods as well as a significant reduction in the exploitation of sea turtle eggs for human consumption.

The different associations also received training in financial management and internal regulations allowing the ADESCO's and ACOTOM's autonomy in the management of the funds they received for sea turtle conservation efforts with supervision of FUNZEL.

The program implemented 29 public sea turtle hatchlings releases in six beaches, generating \$1,560 in direct income for the communities in addition to the services provide directly by the communities. The release events provided a local alternative for income generation that supports the conservation of sea turtles.

Since 2011 FUNZEL has implemented the Sea Turtle Conservation and Improvement of Coastal Communities Livelihoods Program with the objective of strengthening communities through the conservation of the four sea turtle species that nest along the Salvadoran coast. The program is comprised of five components: Management of sea turtle egg incubation beaches and hatcheries, Financing and sustainability mechanisms, Community development, Public awareness and Research.

During the first nesting season of the program, efforts to conserve the four species of sea turtles found in El Salvador resulted in the incubation of 778,564 eggs in 13 nurseries along the Salvadoran coast, and the achievement of a hatching success rates of 91% for the release of 708,534 hatchlings. In the 2012-13 season, year 2 of the program, the intervention area expanded to include 19 beaches, resulting in the incubation of 969,372 eggs of four sea turtle species with 90% hatch success culminating in the release of 871,698 hatchlings.

In the third and final year of the program, 2013-2014, 14 coastal communities incubated 563,790 sea turtle eggs, releasing 510,093 hatchlings of the following species: 4,569



INTRODUCTION

Four species of endangered sea turtles lay their eggs along the Salvadoran coast: “Hawksbill” *Eretmochelys imbricata*, “Leatherback” *Dermochelys coriacea*, “Black” *Chelonia mydas agassizzi*, and “Olive Ridley” *Lepidochelys olivacea*. All of them are endangered, but the hawksbill and leatherback turtles are critically endangered species.

During the last 40 years, the installation and management of sea turtle egg incubation hatcheries has been the main tool used for the conservation of sea turtle nests in El Salvador. The generalized poverty of coastal communities has generated pressure on natural resources and sea turtle egg extraction has traditionally been considered an income source for coastal communities. Many community members claim that this resource extraction provides their families with their needed income, as well as the consumption of eggs as part of their daily diet (Romanoff, 2009). All of these factors compound to make sea turtle conservation a difficult task. To change the outcomes of sea turtle egg exploitation, the program needed to take the economic needs of the communities into consideration, focusing on changing the final use of the eggs rather than attempting to eliminate the economically driven culture of egg collection and trade. The

fundamental component of this strategy is the payment of fees to traditional egg hunters, known locally as *tortugueros*, to collect, transplant and care for sea turtle eggs in local hatcheries.

During the 2013 - 2014 sea turtle season FUNZEL continued with the hatcheries management while also forming local conservationists once dedicated to the exploitation of turtle eggs. In addition, the program increased public awareness, provided community-based environmental education, facilitated research and cultivated private business participation and investment.

On February 13, 2009, the Salvadoran Ministry of Environment and Natural Resources (MARN), together with the Ministry of Agriculture and Livestock (MAG), issued executive agreements declaring a total and permanent ban on consumption of sea turtle eggs and use of products derived from these species. The executive agreements are supported by Article 11 of the Wildlife Conservation Law that reads “In all cases in which wildlife populations require special protection for the recovery or stability of their populations, the Ministry of Environment and Natural Resources, through its leadership may provide partial or total use bans in time, place and space”.

In order to reduce the impact of the ban on coastal communities livelihoods, the Zoological Foundation of El Salvador (FUNZEL) implemented a Fixed Obligation Grant with the United States Agency for International Development (USAID) valued at \$500,000.00 annually for three years. The grant pursues 4 milestones (levels of progress) for number of sea turtle hatchlings released.

Table 1 describes each of the milestones that were expected over the life of the project. Upon the completion of the second year of the Sea Turtle Conservation Program, FUNZEL had created synergies with institutions such as NGOs, ADESCOs, *tortuguero* organizations, municipalities, governmental institutions, and private companies in order to establish a comprehensive network of stakeholders. These synergies allow for the unification of conservation criteria and to obtain a greater collective success. By means of these partnerships, the program was able to achieve all the principle goals and objectives.

The program produced a marked margin of improvement in the conservation management of the Leatherback sea turtle. Even though the nesting rate for this species was lower than anticipated and the methodology

Release of sea turtle hatchlings at El Pimental Beach, San Luis Talpa, La Paz.



employed during the lifespan of the program improved egg survival and hatch rates, the program was not able to achieve the original release goals due to the limited number of nesting females during life of project.

**PROGRAM OBJECTIVE:
TO CONSOLIDATE AND
STRENGTHEN AN INTEGRATED
PROGRAM FOR SEA TURTLE
CONSERVATION MANAGEMENT.**

The “Sea Turtle Conservation and Improvement of Coastal Communities Livelihoods Program” included the following components:

- Management of sea turtle egg incubation beaches and hatcheries
- Financing and sustainability mechanisms
- Community development
- Public awareness
- Research

	Lepidochelys olivacea	Chelonias mydas agassizzi	Eretmochelys imbricata	Dermochelys coreacea
Y1 Goals	355,575	3,000	10,000	300
Y1 Released	702,703	5,175	711	0
Y2 Goals	353,475	3,000	12,000	400
Y2 Released	865,307	3,347	2,993	51
Y3 Goals	350,375	3,000	15,000	500
Y3 Released	525,466[1]	3,782	41,399[2]	0
Status	Achieved	Achieved	Achieved	Not Achieved
Total project Goal	1,059,425	9,000	37,000	1,200
Total released	2,093,476	12,304	45,103	51

1. Within the scope of the partnership between FUNZEL and the municipality of Puerto El Triunfo, the latter funded the collection and hatchery operations resulting in the release of 23,724 hatchlings.

2. Through a partnership between the FUNZEL Sea Turtle Conservation Program and the Eastern Pacific Hawksbill initiative (ICAPO), the latter provided operational funding for the incubation and release of 36,830 hatchlings.

IMPLEMENTATION AND RESULTS BY COMPONENT

COMPONENT I. MANAGEMENT OF SEA TURTLE HATCHERIES AND INCUBATION BEACHES

OBJECTIVE.

Release a minimum of 368,875 hatchlings.

RESULTS:

The program surpassed expectations

for this objective, releasing a total of 570,647 sea turtle hatchlings.

Through synergies with local and regional conservation efforts, the program surpassed Y2 conservation goals (Table 1) for *Eretmochelys imbricata* and *Chelonia mydas agassizzi*.

The FUNZEL-USAID program released 501,742 hatchlings of *Lepidochelys olivacea* and with the finance of Municipality of Puerto El Triunfo, 23,724 additional *L. olivacea* hatchlings were released in Corral de Mulas.

The program released 4,569 *Eretmochelys imbricata* hatchlings, with the support of Eastern Pacific Hawksbill initiative (ICAPO), 36,830 additional *E. imbricata* hatchlings were released in Jiquilisco Bay.

Also, the program released 3,782 *Chelonia mydas agassizzi* hatchlings.

This component directly benefitted over 1,164 "tortugueros" and their families.

TABLE 2. NEST AND RELEASE SUMMARY | SEASON 2013-2014.

No	Location	<i>Lepidochelys olivacea</i>			<i>Chelonia mydas agassizzi</i>			<i>Eretmochelys imbricata</i>		
		Eggs incubated	Released	Hatchling (%)	Eggs incubated	Released	Hatchling (%)	Eggs incubated	Released	Hatchling (%)
1	Barra de Santiago	40,500	37,990	93.8	56	49	87.5	0	0	0
2	Metelio	8,295	7,704	92.9	0	0	0	0	0	0
3	Los Cobanos	11,113	9,517	85.6	210	196	93.3	1,715	1,340	78.1
4	San Blas	9,216	8,739	94.8	0	0	0	0	0	0
5	San Diego	37,122	33,521	90.3	0	0	0	0	0	0
6	Cangrejera	36,750	32,822	89.3	0	0	0	0	0	0
7	El Pimental	61,080	54,209	88.8	140	123	87.9	0	0	0
8	Isla Tasajera	92,791	89,557	96.5	319	293	91.8	0	0	0
9	Isla de Mendez	62,308	55,923	89.8	84	68	81	0	0	0
10	Ceiba Doblada	49,499	43,058	87	126	73	57.9	0	0	0
11	El Icaco	48,037	42,357	88.2	427	332	77.8	140	126	90
12	La Pirraya	45,584	41,058	90.1	63	42	66.7	0	0	0
13	El Icacal	41,161	36,511	88.7	2,270	2,029	89.4	185	156	84.3
14	Maculis	9,911	8,776	88.5	739	577	78.1	3,759	2,947	78.4
Total		553,367	501,742	1,264	4,434	3,782	811	5,799	4,569	331

COMPONENT 2. FINANCIAL SUSTAINABILITY MECHANISMS

During the third year of the implementation of the Sea Turtle Conservation and Improvement of Coastal Communities Livelihoods Program continued strategies to create opportunities of financial sustainability for the program activities and the community associations involved in the program.

The goal for year three was to develop a strategic plan to help finance and strengthen the operational capacity of eight ACOTOM's.

An important challenge addressed by FUNZEL during the implementation of the third year was to ensure finances for the institution's operational requirements.

Financial mechanisms for the operation of the sea turtle conservation program.

After the first year of efforts to develop additional financial investments from the private sector produced did not yield expected results; it became clear that it would be a challenge for the program to achieve the objectives set for sustainability.

Although the program sought alliances with Corporate Social Responsibility

(CSR) departments of local and international companies; limited funds were available for environmental issues.

Fundraising during the second year proved to be an efficient mechanism through partnerships with companies such as the DAVIVIENDA Bank and TERMOENCOGIBLES.

In addition, the program also formed alliances with municipal governments, procuring their participation in this fund-raising activities which directly benefitted local communities.

Municipal governments provided support for hatchery operation, including paying the salaries of the hatchery operator, materials and, in some cases, the payment for services to collect sea turtle egg. The outcomes of these partnerships manifested themselves in the third year of the project. Third year efforts to develop additional resources, included the search for new partnerships with private enterprise and educational institutions and application to different funding opportunities as well as renewal of letters of understanding with donors from previous years such as DAVIVIENDA, TERMOENCOGIBLES and Francisco Gavidia University.

One of the most important funding sources developed during the program was the sale of tourism services of sea turtle releases with private enterprise



THE PROGRAM MADE POSSIBLE THE RELEASE OF 2,150,879 HATCHLINGS OF THE FOUR SEA TURTLE SPECIES THAT NEST IN THE COUNTRY.

and educational institutions. This activity produces multiple benefits, including generating income, raising awareness and education regarding the protection and conservation of the four species of sea turtles that nest along the coasts of El Salvador and promoting the FUNZEL conservation efforts.

During the sea turtle hatching period of year 3, over 30 public and private hatchling release events were conducted and the program hosted more than 40 sales events of promotional items. Resources developed in the third year surpassed first year results, but were slightly below the amount of funding acquired during the second year (2012-2013). The drop in funding may correlate directly with a 35% reduction in hatchling emergences during the same year that resulted in fewer income-generating release events.



Hatchlings release event with DAVIVIENDA personnel at San Diego Beach.

TABLE 3. DONORS AND SPONSOR OF THE PROGRAM | SEASON 2013-2014.

DONOR	AMOUNT
DAVIVIENDA Bank	\$15,000.00
TERMOENCOGIBLES	\$12,000.00
University Francisco Gavidia	\$3,750.00
Amigos de Barra de Santiago	\$2,000.00
Vecinos de Metalío	\$2,100.00
AGRISAL	\$1,500.00
Municipality of Puerto el Triunfo	\$11,250.00
Municipality of San Luis Talpa	\$1,250.00
CORDES	\$1,500.00
Other (Support and Small Donations)	\$1,026.35
Release Events organized by FUNZEL	\$5,369.01
Sales of promotional items	\$10,454.47
TOTAL	\$67,199.83

Financial mechanisms to strengthen the operative capacity of community associations

During the third year of implementation, FUNZEL shared administrative responsibility with the associations involved in the program.

Seven memorandum of understanding

(MOU) were signed with two ADESCO's and five ACOTOM's formed as a result of the program's community development component.

These MoU's established the commitments and detail budget items assigned to each hatchery. FUNZEL assumed the administrative costs of funds destined for the construction and

maintenance of the hatcheries, technical personnel salaries and educational activities as well as transportation and administrative expenses.

The financial execution on site was a responsibility of the ACOTOM's and ADESCO's. FUNZEL monitored the compliance of the local organizations commitments to manage and invest funds through detailed auditing processes (Annexes I and II).

A rotating fund was transferred to the associations in order to strength their resource management skills. All of them managed and closed funds accounting



COMPONENT 3. COMMUNITY DEVELOPMENT

GENERAL OBJECTIVE:

Empower community members to sustainably manage sea turtle conservation projects.

SPECIFIC OBJECTIVES:

- Increase the participation of community members in community organizations and in decision making processes.
- Strengthen community organizations by renewing their legal status and training their members.
- Update or create new statutes that are easy to understand for all members of the organization.
- Implement local economic development projects based on the vision and potential of community members.

STRATEGIES:

- Involve FUNZEL partners and form new partnerships to improve living conditions for the communities through

with development transparency.

- Cultivate a closer relationship between FUNZEL and community members in order to actively engage them in the strengthening process.
- Contract specialized personnel in alternative income generation and community development.
- In 2013-2014 assist communities in the realization of small economic development projects.

RESULTS:

The community development component has been key to the sustainability of the sea turtle conservation. The principle strategy consisted on creating and strengthening local organizations to manage conservation activities.

The creations of ACOTOM's helped ensure the development of local capacities for the continuance of conservation activities beyond the scope of the program.

The program organized community assemblies to set up training workshops: Community organization

and citizen participation, Management and Financial administration.

Five day-long workshops were held using participatory methodologies to maximize participation of community members and reflection on the importance of community organization, the current manner community members manage its organizations and how they can improve administrative and financial aspects.

PRINCIPLE COMMUNITY ACTIVITIES:

1. Community general assemblies

Two community general assemblies were conducted in which program methodologies were presented, and the communities had the opportunity to review and approve organizational statutes, community action plans and internal regulations.

2. Community workshops

Workshop content included the following:

- Community organization and

Meeting with Salvadorian ambassador Ruben Zamora in Washington D.C.

Community development workshop at Playa dorada, YI.



citizen participation

- Administration and management of community organizations
- Financial administration of community organizations

Participatory methodologies employed in the day-long workshops permitted better community engagement and ownership in the learning process.



reflection.

3. Community environmental festivals

The program helped organize two festivals with the leaders of each community including representatives from local churches, community development associations known by the Spanish acronym ADESCO, school organizations, health departments, schools and others.

The environment festivals provided an opportunity for interaction among neighbors and promoted sense of community among participants.

These celebrations featured local food, games for children, presentations for adults and themes for community

4. Community strengthening workshops

Training themes include:

- Self-evaluation by local communities.
- Revision or elaboration of organizational statutes (2 workshops).
- Creation of internal regulations for each community.
- Preparation of community action plan.

ACHIEVEMENTS:

- Through this component the community organizations improved the participation of community members in development activities.
- Nine communities demonstrated increase of economical activities with tourism generated through sea turtle conservation and releases.
- Strengthening of administrative and fund management skills to empower associations to manage small economic development projects and wildlife conservation through the incubation of sea turtles.
- Creation of new income generating activities through the sale of crafts made from recycled materials and serigraphy.

TABLE 4. CURRENT LEGAL STATUS OF ACOTOM'S.

DEPARTMENT	MUNICIPALITY	ASSOCIATION	BEACH / COMMUNITY	PRESIDENT	FOUNDER MEMBERS	STATUS
Ahuachapán	Jujutla	ACOTOMBAS	Barra de Santiago	Napoleón Navarro García	31	Legally registered
La Libertad	La Libertad	ATOPLOC	Playa Los Pinos Cangrejera	Francisco Antonio Escobar Bonilla	N/D	Legally registered
		ACOTOMSAB	San Blas	Dora del Carmen Ascencio Ávalos	21	Legally registered
		ACOTOMSAD	Bocana San Diego	Antonio Chavarría Navarro	38	Legally registered
La Paz	San Luis La Herradura	ACOTOMIT	Isla Tasajera	David Hernández Mejía	27	Legal status and books established
Usulután	Puerto El Triunfo	ACOTOMCEDEREC	Ceiba Doblada, El Retiro and El Chile	Oscar Armando Rodríguez Cornejo	39	Legally registered
	Jiquilisco	ACOTOMEIT	El Icaico and El Tular	Danis Francisco Romero López	31	Legally registered
		ACOTOMIM	Isla de Méndez	José Noé Barrera García	58	Legally registered

“Gift to the ocean” festival celebrated at Barra de Santiago, hosted by ACOTOMBAS.

Handcrafts made by “Barco Hundido”, artisans group of ACOTOMSAB.



Creating and strengthening capacities through handicrafts

The training series called, “Saving Lives Creating Alternatives” was carried out by FUNZEL with support from the Fernando Llorca Foundation with the objective of teaching coastal communities how to create, design, and produce crafts as an alternative income for the development of the communities as well as sustainability for individuals.

New income generating opportunities can help replace income lost when local communities stopped gathering and trading sea turtle eggs. The trainings directly respond to the social and ecological commitment expressed by participating coastal communities to improve the living

conditions for local residents.

During five months, trainees from the community of San Blas, of at least 18 years of age learned skills to elaborate arts and crafts, that included technique and application of screen-printing, crafts from renewable materials and glass art, as well as they were trained in business.

As a result of the training, participants developed the ability to create and promote crafts as a viable alternative to the exploitation of sea turtle eggs.

The methodology employed develops knowledge building through practical experience. It takes into consideration the individuals learning pace, the existence or not of past experiences and the particular abilities of each individual.

This methodology motivates a desire of discovery and encourages individuals to develop his or her creativity during the implementation of each activity.

In this case the trainer accompanies and assists the process, based on two directives:

- The participant has freedom to create.
- The trainer accompanies the creative process, demonstrating the basic principles of each technique to be utilized without interfering in the creative concept of the artist.

In addition, the artist is encouraged to ask questions throughout the process.

Using this constructive style, where the student is the principle protagonist of the activity, the trainer assists, guides and accompanies the process.

Other methodological resources such as appropriate management of materials to be used, continuous training, supervision, almost permanent



Approximately 20 people both men and women were trained to create, design and produce crafts with techniques taught during the workshops.

monitoring and evaluation have contributed to the success of each project.

At the finalization of the project, members of the community of San Blas established two lines of products: screen-printing (serigraphy) and crafts made from renewable materials from the area (art from coconuts and gourds).

As a result participants created and developed their own crafts based on the original line shown and at the same time. To help ensure the sustainability of the endeavor, the artisans formed an association known by its Spanish acronym (ACOTOMSAN). This association was formed, empowered and legalized to promote crafts outside the municipality, eventually with these agreements the products can be marketed in San Salvador and in other countries.

Currently the association is promoting member crafts within the community, town and municipality. In order to grow, the association requires the support of other organizations to grow and position its products in new markets.

ENVIRONMENTAL FAIR

The program hosted environmental fairs in the Galerías Commercial Center in San Salvador, featuring artisans from San Blas and Isla Méndez who were both trained within the project.

These groups had the opportunity to present products of coconuts and gourds and souvenirs that feature depictions of local marine life such as starfish, sea horses and sea turtles.

Billboard display of the sea turtle conservation campaign.

COMPONENT 4. COMMUNICATIONS

The participation of the communication media plays an important role in the education of the public about wildlife and promotion the conservation of sea turtles, as well as to position the organizational image of FUNZEL.

Media coverage in 2013 is summarized in the following table.



TABLE 5. SUMMARY OF MEDIA COVERAGE OF THE FUNZEL PROGRAM IN 2013

MEDIA	APPEARANCES	CAMPAING
TV (TCS, Canal 33, Canal 12, Canal 10, TVX, GenTV y Canal 17)	124 Times	"Yo no como huevos de tortuga" and interviews with FUNZEL
RADIO (Grupo SAMIX, 102.9; 102.1, Fuego 107.7, Scan, Cooperación Radio Estereo)	39 Times	Interviews with FUNZEL
WRITTEN PRESS (La Prensa Gráfica, El Diario de Hoy)	17 Times	Interviews with FUNZEL
MOVIES	10 Days	"Yo soy de playa, ellas también"
SMALL BILLBOARDS	60 Days	"Yo no como huevos de tortuga"
BILLBOARDS	1 Year	The beaches of La Libertad

Tim Ruiz, captain of salvadorean's beach soccer team at hatchling's release, encouraging to support the conservation of sea turtle species, has been the main image of the campaign "Yo soy de playa y ellas también."



Records were kept of stranded sea turtles and samples were taken from dead specimens. Samples collected included muscle tissue, eggs, blood and organs such as the liver and kidneys. In addition, olive ridley sea turtle hatchlings with malformations were collected for further study.



COMPONENT 5. RESEARCH

Because FUNZEL has prioritized sea turtle conservation during the last three years, organizational research has been focused on these animals.

During the last year, research was conducted to try to uncover the causes of mortality of adult and sub-adult sea turtles in El Salvador.

FUNZEL's veterinary staff performed autopsies of stranded sea turtles found dead or those found injured that later died in the hospital.

Through these studies, scientists were able to determine possible causes of death, taking tissue samples for future research projects.

Currently FUNZEL is mobilizing resources for the following research projects:

1. Heavy metal detection in soft tissues in sea turtles stranded in El Salvador.

During 2013, soft tissue samples were collected post-mortem from stranded sea turtles along the coast of El Salvador. With support of the University of El Salvador's Nuclear Research Center, known by the Spanish acronym CIAN, FUNZEL has begun analysis of the collected samples.

Results from the first five samples indicate high levels of iron and zinc, but an absence of heavy metals. Thirty samples remain to be analyzed.

2. Analysis of malformations in *Lepidochelys olivacea* embryos and hatchlings in El Icacal beach.

This ongoing study is evaluating *Lepidochelys olivacea* embryo and hatchling specimens found in El Icacal beach with malformations. The final

report is expected in March 2015.

3. Pesticides in soft tissue of sea turtles beached along the coast of El Salvador.

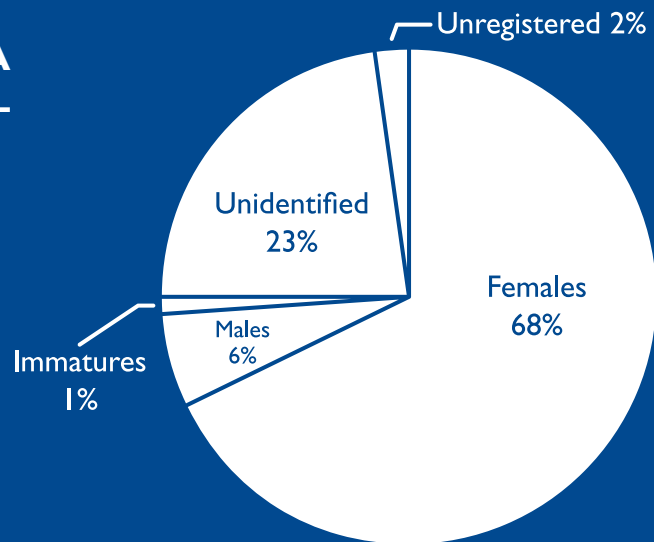
Tissue samples were submitted to standardized testing for pesticides at the OIRSA laboratory. The analysis of five samples have not revealed presence of organophosphorous pesticides. Testing for organochlorides is still pending.

TABLE 6. SUMMARY OF SEA TURTLE STRANDINGS.¹

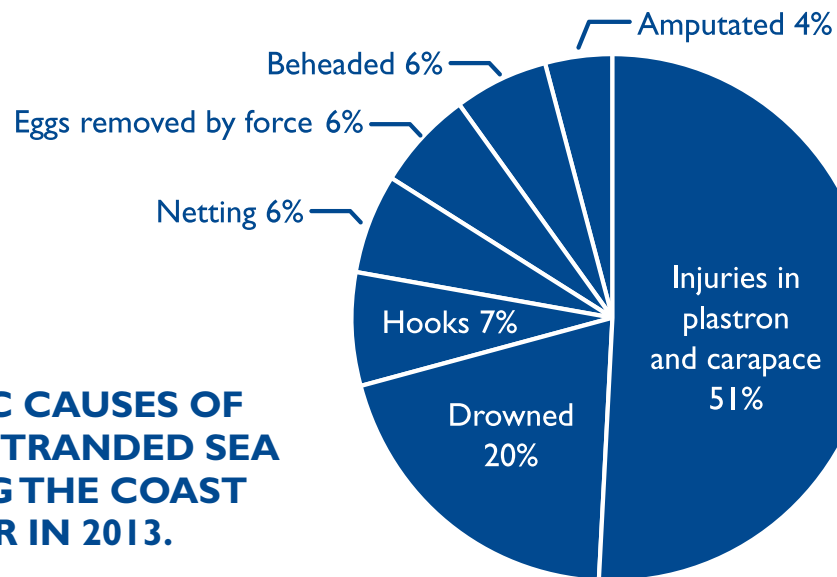
BEACH	SPECIES					TOTAL AMOUNT
	<i>C. mydas</i>	<i>D. coriacea</i>	<i>E. imbricata</i>	<i>L. olivacea</i>	Unidentified	
Amatal	23	0	0	0	0	23
Barra de Santiago	0	0	0	14	2	16
San Diego	0	0	0	1	0	1
Cangrejera	0	0	0	5	0	5
Ceiba doblada	0	0	0	14	0	14
El Icacal	0	0	0	3	0	3
El Icacó	4	0	0	20	0	24
El Retiro	0	0	0	2	0	2
Isla de Mendez	0	0	0	3	0	3
Los cobanos	0	0	8	2	0	10
Maculis	3	0	11	2	0	16
Metalio	0	0	0	4	0	4
El Pimental	41	1	1	4	0	47
San Diego	11	0	0	8	0	19
Tasajera	0	0	0	3	0	3
TOTAL AMOUNT	82	1	20	85	2	190

1. Table 6 summarizes the cases sea turtles beached in 2013. The data shows that 68% of the beached sea turtles are female as well as a much smaller percentage of males (6%).

GENDER OF STRANDED SEA TURTLES ON COASTS OF EL SALVADOR IN 2013.



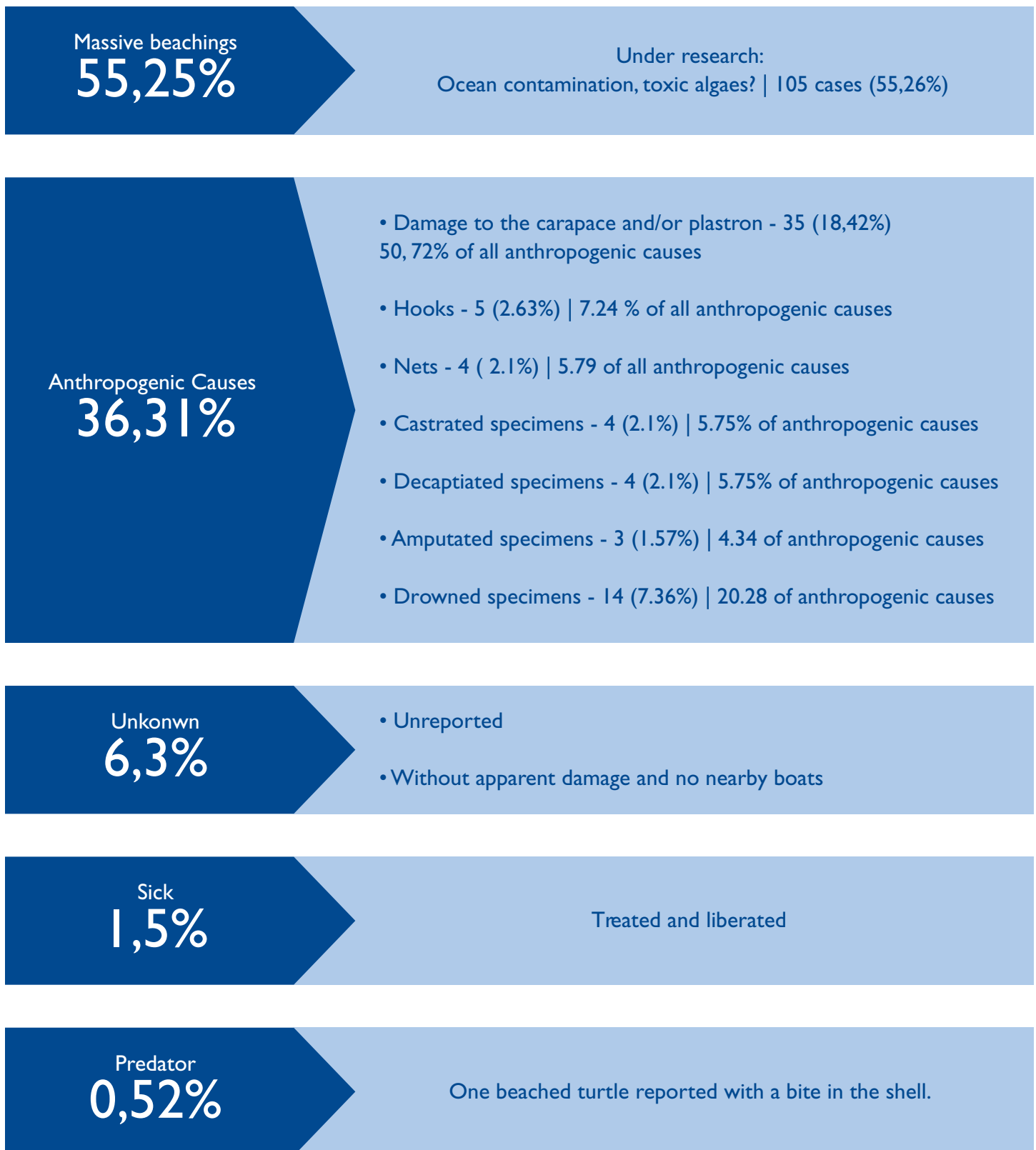
ANTROPOGENIC CAUSES OF MORTALITY IN STRANDED SEA TURTLES ALONG THE COAST OF EL SALVADOR IN 2013.



FUNZEL's vet team led by Dr. Abel Ciudad Real performing clinical examination to a olive ridley turtle (*Lepidochelys olivacea*), which beached sick the night before the examination. A hook jammed in esophagus was found, so the individual was subjected to surgery for surgical removal of the foreign body (hook). The specimen was released one week after surgery, after a successful recovery.



TABLE 7. POSSIBLE CAUSES OF STRANTED SEA TURTLE IN 2013.¹



1. 36,31% of all stranded in 2013 can be attributed to anthropogenic causes. These stranding results in the death of the sea turtle are directly related to the human activities.

LESSONS LEARNED

This program was designed to support the Ministry of Environment at a national scale. As such, coordination with other conservation donors, groups and organizations was deemed imperative. Coordination to ensure complementarities and synergies amongst all stakeholders to achieve sea turtle conservation was, however, a difficult task.

It is extremely important to have a strong leader, providing clear and quick guidelines and to ensure optimum

coordination with all stakeholders, including local governments and the national police, to be able to implement a National Sea Turtle Conservation Program.

Activities related to community organization should be initiated at the outset of the program and continue throughout its duration rather than in the last phase.

With extended support during the lifespan of the program, the community organizations will gain more practical

experience and skills managing funds for sea turtle conservation.

The sale of promotional products was intended to complement program efforts to educate and increase public awareness. While the commercialization of these products generated income throughout the lifespan of the program, the integral program development has produced the greatest results, opening new opportunities that generate income and promote the message of the program and the efforts of the foundation.



Workshop held at San Blas Beach.

RECOMENDATIONS

The National Program for the Conservation of Sea Turtles should seek a letter of understanding or agreement with the Ministry of Environment and Natural Resources that ensures that program goals are aligned and contribute to national conservation goals, and that program implementer will receive the full support of MARN and local organizations throughout the country.

Involve the community in all activities of the project and establish a process of shared responsibility that implies

the participation of the associations in the management of funds. Shared responsibility not only strengthens the community's development capacity but also reduces the overhead costs of fund management.

In financial management, assigning a manager for the sale of products and services generated through the program, is an investment in future sales as well as the promotion of other efforts in sectors completely different from the scope of the program and other unrelated organizations.

All organizations working with sea turtle conservation should maintain a single slogan for the communications campaign according to the Plan of Communications to reduce the consumption and sale of sea turtle eggs.

In order to receive donations from the exterior, FUNZEL is considering the strategy of identifying a "Fiscal Sponsor" in the United States rather than insist upon the pursuit of legal status as a 501(c). This would create the opportunity to fundrais in the United States.

Luis Ventura, "tortuguero" of Maculis preparing for a hawksbill hatchlings release.



ANNEXES

ANNEX I. FUND DISBURSEMENT DOCUMENT EXAMPLE.

Preparado por Karla Olay Pineda
 Firma [Signature]

Liquidación ACOTOMIM
 Del 18 de Diciembre del 2013 al 28 de Febrero de 2014

Fecha	Cuenta Contable	Pagado a:	Descripción	Total de Huevos	Contrap	Total M Pagados	Balance Inicial	Gastos	Balance
13-Dic-13		ACOTOMIM	Saldo Inicial				\$ 208.25		\$ 208.25
31-Dic-13			Pago de honorarios a encargado de control en Isla de Mendez de 01 al 31 de Diciembre de 2013				\$ 1,783.75		\$ 2,000.00
31-Dic-13			Pago de honorarios a encargado de control en Isla de Mendez de 01 al 31 de Diciembre de 2013				\$ 225.00	\$ 225.00	\$ 1,775.00
29-Dic-13		Planilla Isla de Mendez	Pago por recolección de huevos de tortuga del 18 al 24 de Diciembre de 2013	3721	473	2748	\$ 572.50	\$ 572.50	\$ 1,502.50
30-Dic-13		Planilla Isla de Mendez	Pago por recolección de huevos de tortuga del 25 al 29 de Diciembre de 2013	1480	214	1266	\$ 263.75	\$ 263.75	\$ 1,238.75
04-Jan-14		Planilla Isla de Mendez	Pago por recolección de huevos de tortuga del 30 de Diciembre de 2013 al 05 de Enero de 2014	1435	205	1230	\$ 258.75	\$ 258.75	\$ 979.99
31-Jan-14			Pago de honorarios a encargado de control en Isla de Mendez de 01 al 31 de Enero de 2014				\$ 225.00	\$ 225.00	\$ 754.99
28-Feb-14			Pago de honorarios a encargado de control en Isla de Mendez de 01 al 28 de Febrero de 2014				\$ 225.00	\$ 225.00	\$ 529.99
			Saldo concluido	6136	692	5244	\$ 2,000.00	\$ 1,992.50	\$ 757.50

Este documento certifica que los gastos realizados cumplen con los acuerdos establecidos en el Convenio de Cooperación suscrito entre FUNCEL y ACOTOMIM el 20 de mayo de 2013.

Rodrigo Samayoa Vazquez [Signature] Director Ejecutivo 7/13/14
 Fecha 7/13/14

Nota:

ANNEX II. PAYROLL SHEET AND TICKETS EXAMPLES.

Planilla de Pago por recolección de huevos

Nombre de la organización: ACOTOMIM
 Fecha de pago: 22 de OCTUBRE 2013 Hoja: 1 de 1
 Recorrido de: 14 al 20 de OCTUBRE de 2013
 NYS: Samborombón

No.	NOMBRE DE RECOLECTOR (SEGÚN DUI)	No. de DUI	CIESE SEMANAL				Firma o sello digital
			Total boletas	Huevos donados	Huevos reparados	Monto a pagar (\$)	
1			6	21	426	\$389.75	
2			1	9	54	\$11.25	
3			1	11	66	\$13.75	
TOTAL (LLENAR ÚNICAMENTE LA ÚLTIMA HOJA)			8	41	546	\$113.75	

Pagador autorizado: Juan del Carmen Ascencio [Signature]
 Cargo: Presidente
 Firma y sello: [Signature]

ACOTOMIM

SOLO PARA USO ADMINISTRACIÓN FUNCEL. NO MANCHAR

Ministerio de Medio Ambiente y Recursos Naturales
EL SALVADOR \$11.25

SE ACE CONSTAR QUE: ELIAS STIFRICO Orellana
 Ha entregado al Proyecto de restauración de tortugas marinas de la playa SAN BLAS

Una nidada de huevos de tortugas marinas, de acuerdo a las disposiciones establecidas por este Ministerio, según el detalle siguiente:

Número total de huevos a entregar	63
Número de huevos de contrapartida	9
Número de huevos restantes	54

Nombre de la persona que lo extiende: JAVIER EDUARDO Orellana
 Institución u organización responsable: ACOTOMSAB
 Institución u organización responsable del proyecto: FUNZEL

Fecha de emisión: Miércoles 16 de Octubre de 2013

Nº 00068
J. Eduard Encargado del corral de incubación

Ministerio de Medio Ambiente y Recursos Naturales
EL SALVADOR \$12.50

SE ACE CONSTAR QUE: ELIAS STIFRICO Orellana
 Ha entregado al Proyecto de restauración de tortugas marinas de la playa SAN BLAS

Una nidada de huevos de tortugas marinas, de acuerdo a las disposiciones establecidas por este Ministerio, según el detalle siguiente:

Número total de huevos a entregar	70
Número de huevos de contrapartida	10
Número de huevos restantes	60

Nombre de la persona que lo extiende: JAVIER EDUARDO Orellana
 Institución u organización responsable: ACOTOMSAB
 Institución u organización responsable del proyecto: FUNZEL

Fecha de emisión: Jueves 17 de Octubre de 2013

Nº 00069
J. Eduard Encargado del corral de incubación

Ministerio de Medio Ambiente y Recursos Naturales
EL SALVADOR \$17.50

SE ACE CONSTAR QUE: ELIAS STIFRICO Orellana
 Ha entregado al Proyecto de restauración de tortugas marinas de la playa SAN BLAS

Una nidada de huevos de tortugas marinas, de acuerdo a las disposiciones establecidas por este Ministerio, según el detalle siguiente:

Número total de huevos a entregar	98
Número de huevos de contrapartida	14
Número de huevos restantes	84

Nombre de la persona que lo extiende: JAVIER EDUARDO Orellana
 Institución u organización responsable: ACOTOMSAB
 Institución u organización responsable del proyecto: FUNZEL

Fecha de emisión: Viernes 18 de Octubre de 2013

Nº 00071
J. Eduard Encargado del corral de incubación

Ministerio de Medio Ambiente y Recursos Naturales
EL SALVADOR \$13.75

SE ACE CONSTAR QUE: ELIAS STIFRICO Orellana
 Ha entregado al Proyecto de restauración de tortugas marinas de la playa SAN BLAS

Una nidada de huevos de tortugas marinas, de acuerdo a las disposiciones establecidas por este Ministerio, según el detalle siguiente:

Número total de huevos a entregar	77
Número de huevos de contrapartida	11
Número de huevos restantes	66

Nombre de la persona que lo extiende: JAVIER EDUARDO Orellana
 Institución u organización responsable: ACOTOMSAB
 Institución u organización responsable del proyecto: FUNZEL

Fecha de emisión: Sábado 19 de Octubre de 2013

Nº 00072
J. Eduard Encargado del corral de incubación

Ministerio de Medio Ambiente y Recursos Naturales
EL SALVADOR \$17.50

SE ACE CONSTAR QUE: ELIAS STIFRICO Orellana
 Ha entregado al Proyecto de restauración de tortugas marinas de la playa SAN BLAS

Una nidada de huevos de tortugas marinas, de acuerdo a las disposiciones establecidas por este Ministerio, según el detalle siguiente:

Número total de huevos a entregar	98
Número de huevos de contrapartida	14
Número de huevos restantes	84

Nombre de la persona que lo extiende: JAVIER EDUARDO Orellana
 Institución u organización responsable: ACOTOMSAB
 Institución u organización responsable del proyecto: FUNZEL

Fecha de emisión: Domingo 20 de Octubre 2013

Nº 00074
J. Eduard Encargado del corral de incubación

Ministerio de Medio Ambiente y Recursos Naturales
EL SALVADOR \$16.25

SE ACE CONSTAR QUE: ELIAS STIFRICO Orellana
 Ha entregado al Proyecto de restauración de tortugas marinas de la playa SAN BLAS

Una nidada de huevos de tortugas marinas, de acuerdo a las disposiciones establecidas por este Ministerio, según el detalle siguiente:

Número total de huevos a entregar	91
Número de huevos de contrapartida	13
Número de huevos restantes	78

Nombre de la persona que lo extiende: JAVIER EDUARDO Orellana
 Institución u organización responsable: ACOTOMSAB
 Institución u organización responsable del proyecto: FUNZEL

Fecha de emisión: Lunes 21 de Octubre de 2013

Nº 00075
J. Eduard Encargado del corral de incubación

Ministerio de Medio Ambiente y Recursos Naturales
EL SALVADOR \$11.25

SE ACE CONSTAR QUE: CUSTO ELIZABETH VILLERAS
 Ha entregado al Proyecto de restauración de tortugas marinas de la playa SAN BLAS

Una nidada de huevos de tortugas marinas, de acuerdo a las disposiciones establecidas por este Ministerio, según el detalle siguiente:

Número total de huevos a entregar	63
Número de huevos de contrapartida	9
Número de huevos restantes	54

Nombre de la persona que lo extiende: JAVIER EDUARDO Orellana
 Institución u organización responsable: ACOTOMSAB
 Institución u organización responsable del proyecto: FUNZEL

Fecha de emisión: Viernes 18 de Octubre de 2013

Nº 00070
J. Eduard Encargado del corral de incubación

Ministerio de Medio Ambiente y Recursos Naturales
EL SALVADOR \$13.75

SE ACE CONSTAR QUE: Hsuneio Aestie Lopez
 Ha entregado al Proyecto de restauración de tortugas marinas de la playa SAN BLAS

Una nidada de huevos de tortugas marinas, de acuerdo a las disposiciones establecidas por este Ministerio, según el detalle siguiente:

Número total de huevos a entregar	77
Número de huevos de contrapartida	11
Número de huevos restantes	66

Nombre de la persona que lo extiende: JAVIER EDUARDO Orellana
 Institución u organización responsable: ACOTOMSAB
 Institución u organización responsable del proyecto: FUNZEL

Fecha de emisión: Domingo 20 de Octubre de 2013

Nº 00073
J. Eduard Encargado del corral de incubación

ANNEX III. BYLAWS OF ASSOCIATIONS FOR SEA TURTLE CONSERVATION.

ARTICLES OF INCORPORATION AND BY-LAWS OF THE ASSOCIATION OF _____ FOR SEA TURTLE CONSERVATION, MUNICIPALITY OF _____, DEPARTAMENT OF _____.

CHAPTER I

NATURE, NAME, PLACE AND DURATION

Art. 1.- Constituted at an unstipulated time in the municipality of _____, department of _____, the association of Salvadoran nationality, that will be named the Association for the Conservation of Sea Turtles of _____ to be known by the abbreviation (_____), as a nonpolitical, non-profit and non-religious organization and henceforth in the articles of incorporation shall be called the "association".

Art. 2.- The location of the association will be in _____ in the municipality of _____ in the department of _____ where it will develop activities under the guidelines of municipal code, these statutes, internal regulations and other applicable provisions.

CHAPTER II

PURPOSE AND OBJECTIVES

Art. 3.- The purpose and the objectives of the association will be:

- a) Formulate, execute and administer projects that contribute to the conservation of sea turtles as well as the improvement of environmental conditions and the quality of life for association members.
- b) Promote and participate in the study and analysis of the community's environmental problems to define solutions.
- c) Instill the spirit of collaboration within the communities to develop plans and projects to further the goals of the Association, principally among members of the same.
- d) Pursue the successful completion of projects approved in the established terms.
- e) Promote the participation of youth organizations in roles of responsibility for sea turtle conservation and environmental stewardship.

CHAPTER III

MEMBERS

Art. 4.- Any person of 18 years or older without distinction of race, belief, religion or political ideology and is known to be a sea turtle egg collector and live in the community of _____ in the municipality of _____, whether this person is a founding members or because his or her application has been accepted by the board of directors. Minors no younger than 15 years of age can be admitted to the association when these form part of youth committees.

Art. 5.- The association must maintain a register of members, including founders, actives and honorary. The register must be updated each year, recording the name, personal identification number, initiation date and number of members of the family.

Art. 6.- La Association will have the different classes of members:

- a) Founding members.
- b) Active members.
- c) Honorary members.

FOUNDING MEMBERS include all those individuals who signed the constitution of the Association.

ACTIVE MEMBERS are considered all individuals who complete the mission described in article eight, whether these are founders or have joined the organization through approval of the board of directors after the Association is founded.

HONORARY MEMBERS are all those individuals who are so named by the general assembly because of his or her efforts and contributions to the Association or for sea turtle conservation.

Art. 7.- Rights of active members:

- a) Maintain voice and vote in general assembly decision-making.
- b) Present motions and suggestions to the general assembly to ensure the correct operation and development of the Association.
- c) Hold any office on the board of directors for which they are qualified as stipulated by the statutes.

- d) Voluntarily resign from the Association, presenting resignation to the board of directors or the general assembly.
- e) Request and obtain any information regarding operation or finances of the Association.
- f) Other rights specified within the statutes and internal regulations of the organization.

Art. 8.- Responsibilities of active members:

- a) Punctually attend meetings and assist ordinary and extraordinary sessions of the general assembly.
- b) Collaborate in the development of Association activities.
- c) Carry out all offices or duties of the organization to which you are appointed with responsibility, efficiency and honor.
- d) Pay membership and other fees agreed upon in the general assembly.
- e) Observe and pursue compliance with the statutes, internal regulations, agreements and resolutions of the general assembly.
- f) All other responsibilities indicated by the statutes and internal regulations of the Association.

Art. 9.- Membership can be terminated by the following manners:

- a) By voluntary resignation. Resignation may be communicated in writing to the board or a member can resign implicitly through relocation to a new residence.
- b) By expulsion for a violation of the statutes, internal regulations, agreements and resolutions of the general assembly. Expulsion requires a majority decision of the board of directors.
- c) By death.

Art. 10.- Members can be expelled from the Association by the board of directors for the following reasons:

- a) Conduct that is proven to result in damages to the Association or general community.
- b) Unexcused abandonment of offices or duties to which you are elected or appointed by the general assembly or board of directors, when those are accepted at the time of the appointment.
- c) Obtain Association benefits for yourself or for third parties by fraudulent means.
- d) Refuse to pay membership fees established by the board of directors and approved by the general assembly.
- e) Promote activities that are not aligned to the purpose or objectives of the association.
- f) Incompliance with the laws, statutes, internal regulations and provisions agreed upon by the general assembly and board of directors, as long as these are aligned with the purpose of the Association.

CHAPTER IV ASSETS

Art. 11.- Assets of the Association consist of:

- a) Membership fees.
- b) Donations, inheritances, bequests and contributions of individuals or groups, whether these are national or foreign.
- c) All of the goods and properties acquired by the Association and income produced by these according to the law.
- d) All earnings obtained through different fundraising activities realized by the board of directors or other committees.

Art. 12.- Assets will be administrated by the board of directors according to decisions manifested by the general assembly, statutes and internal regulations.

CHAPTER V GOVERNANCE OF THE ASSOCIATION

Art. 13.- Governance of the Association is carried out by:

- a) The general assembly; and
- b) The board of directors

Art. 14.- Internal regulations will be developed by the governance committee.

CHAPTER VI GENERAL ASSEMBLY

Art. 15.- The general assembly, correctly convened, is the maximum authority of the Association and will be comprised of active members, including founders and

persons entering the organization after its foundation. The Association will be installed with simple majority, half plus one of the active members in the first assembly, and an hour later with 30% of active members.

Art. 16.- The general assembly will conduct ordinary meetings once a year, thirty days after the close of accounting for the fiscal year. Extraordinary meetings of the assembly can be convened by the board of directors through its own initiative or in response to a petition from half of the active members. Agreements made during ordinary or extraordinary meeting must be approved through the vote of half of its attending members plus one. Exceptions to this rule include decisions regarding the dissolution of the Association and others specified in these statutes.

Art. 17.- Ordinary and extraordinary meetings of the general assembly can be convened by president, vicepresident or any delegate of the board of directors in writing at least days in anticipation of the meeting date. The written invitation should include the proposed agenda.

Art. 18.- Members who must miss any meeting of the general assembly with justified cause can excuse themselves or can be represented by another member. Only one member may act in representation, providing voice and vote of the represented.

Art. 19.- Responsibilities of the general assembly include:

- a) The total or partial election, substitution and destitution of members of the board of directors and governance committee.
- b) Approve, amend or repeal statutes, internal regulations of the Association and regulation of formed committees.
- c) Approve and/or modify plans, programs and annual budget of the Association.
- d) Approve or reject the annual work report and financial reports of the Association, presented by the board of directors.
- e) Establish monthly membership fees as well as eventual contributions.
- f) Determine the purchase, sale or disposition of properties belonging to the Association.
- g) Request the board of directors for any reports considered necessary to carry out a healthy administration.
- h) Grant honorary memberships.
- i) Determine all those points of interest for the association including those not yet contemplated in the current statutes.
- j) Observe and carry out statutes and internal regulations.

CHAPTER VII

RESPONSIBILITIES OF THE BOARD OF DIRECTORS AND GOVERNANCE COMMITTEE

ATTRIBUTES OF THE BOARD OF DIRECTORS

Art. 20.- The direction and administration of the association is carried out by the board of directors, comprised of a president, vicepresident, secretary, treasurer, one trustee and two members.

Art. 21.- The members of the board of directors are elected in the general assembly for a period of two years and can be re-elected for a consecutive period. Members of the board of directors must be 18 years of age. Family members of the first, second or third level of consanguinity or the first or second degree of affinity cannot serve on the board of directors simultaneously.

Art. 22.- The board of directors will convene ordinary members once monthly and extraordinary meeting as many times as necessary. Quorum needed to meet or pass resolutions will be half plus one of its members.

Art. 23.- The responsibilities of the board of directors are

- a) Develop the activities needed to achieve the purpose of the association.
- b) Ensure the efficient and effective administration of the association's resources.
- c) Elaborate the annual work report and financial report of the association to be presented to the general assembly and the municipal board.
- d) Create and propose internal regulations to the general assembly.
- e) Elaborate or ensure the elaboration of the association's plans, programs, projects and budgets and inform the general assembly.
- f) Appoint members to conform committees or commissions that are considered necessary to achieve the purpose and goals of the association.
- g) Convene ordinary and extraordinary meetings of the general assembly.
- h) Review applications of new members, determine membership and inform the general assembly.
- i) Sign cooperative agreements with allied organizations.
- j) Resolve all matters that do not fall under the responsibilities of the general assembly.
- k) Ensure the correct application of statutes, internal regulation, agreements and resolutions of the general assembly and the board of directors.

Art. 24.- The members or complete board of directors can be removed for the following causes:

- a) Failure to complete responsibilities stipulated in art. 23.
- b) Lack of spirit of service and unity with others on the board of directors or members.
- c) Two unexcused absences from meetings of the board of directors or two unexcused absences from the general assembly.
- d) Irrefutably proven conflicts of interests with other organizations that have negative impact on the interests of the community.

Art. 25.- Responsibilities of the president:

- a) Preside over ordinary and extraordinary meetings of the board of directors and the general assembly.
- b) Create and propose agendas for meetings of the board of directors and general assembly.
- c) Ensure that the statutes and internal regulations as well as agreements and resolutions passed by the board of directors and the general assembly are carried out.
- d) Legally represent the association.
- e) Convene ordinary and extraordinary meetings of the general assembly and the board of directors.
- f) In conjunction with the treasurer; authorize all transfer or payment of funds made by the association.
- g) Present the annual work and financial reports of the association as well as any report requested by the general assembly or municipal board.

Art. 26.- Responsibilities of the vice president:

- a) Act as a substitute for the president in any of his or her responsibilities. In the case that the president is unable to complete or abandons his or her duties, the vice president assumes all the responsibilities of the president.
- b) Carry-out all the responsibilities assigned by the board of directors.

Art. 27.- Responsibilities of the secretary:

- a) Take minutes and manage the book of acts of all the meetings of the general assembly and board of directors.
- b) Maintain files of all the association's correspondence, documents and membership registration book.
- c) Extend all the certifications requested.
- d) Prepare and send invitations to the meetings of the general assembly and board of directors, as well as other correspondence to members.
- e) Be the principle communicator of the organization.

Art. 28.- Responsibilities of the treasurer:

- a) Receive and deposit fund obtained by the association in the bank selected by the board of directors.
- b) Manage or directly supervise all of the association's accounting.
- c) In conjunction with the president, authorize of transfer or payments of association funds.

Art. 29.- Trustee responsibilities:

- a) Ensure the strict observance of the statutes, internal regulation, municipal code as well as agreements and resolutions made by the general assembly and board of directors.
- b) Provide fiscal review of how association funds are managed regardless of the origin of the funds.
- c) Pursue legal counsel when required by the board of directors.

Art. 30.- Member responsibilities:

- a) Collaborate directly with all members of the board of directors.
- b) Substitute for any member of the board of directors in case of his or her absence or impediment.

ATTRIBUTES OF THE GOVERNANCE COMMITTEE

Art. 31.- The association must form a governance committee integrated of three members, who will have access to all operations, books, documents and development activities of the association. The governance committee must also inquire into the function of all committees. Offices of the governance committee include president, vice president and secretary and the functions will be the same as those of the same positions within the board of directors.

Art. 32.- Members of the governance committee must be 18 years of age and recognized by the community as trustworthy. They will be elected for two year terms by the general assembly that elects the board of directors.

Art. 33.- The governance committee will conduct ordinary meetings monthly, and can join board of director meetings or conduct extraordinary meetings as many times as necessary.

CHAPTER VIII FISCAL CONTROL

Art. 34.- The Association will document its activities in the following record books: minutes of the general assembly, membership registration, minutes of the board of directors, income and expenditures, and others deemed necessary by the board of directors and governance board. Each record will include a title with the objective of the book and the number of pages and will be authorized and stamped by the Municipal Board of _____.

Art. 35.- The internal audit of the association will be the responsibility of the governance committee, which will maintain a record or minutes of meetings. The external audit will be conducted by the municipality of _____, department of _____. These controls will ensure the appropriate administration of funds and goods of the association. This will be realized through the revision of administrative and financial forms, transactions and audits.

Art. 36.- The municipality of _____ by its own initiative or by request of two-thirds of its members or half of the board of directors can audit the funds managed by the association.

CHAPTER IX AMENDMENT OF THE BY-LAWS

Art. 37.- The statutes can be modified by members in an extraordinary meeting of the general assembly convened specifically for that purpose. The amendments can be initiated by request of 30% of the members of the board of directors or governance committee. The amendment can be passed through a vote of half plus one of the members present when legal quorum is met.

CHAPTER X DISSOLUTION AND LIQUIDATION OF THE ASSOCIATION

Art. 38.- The Association may be dissolved for the following causes:

- a) The membership drops below the number of members required by municipal code to constitute and organization.
- b) The failure to meet pertinent legal requirements, making it impossible to achieve the association's purpose and goals.

Art. 39.- The association cannot be dissolved without legal ruling or resolution of the general assembly in an extraordinary meeting specifically held for this purpose. To hold a dissolution vote the assembly must have a quorum of 90% of its members and the resolution can be passed with 70% of the vote.

Art. 40.- In the case that the general assembly agrees to dissolve the Association, a liquidating commission will be formed of five people, two representatives of the municipality of _____ and three members elected during the same extraordinary meeting of the general assembly in which the association was dissolved. If members are not elected the municipal delegates can proceed with the liquidation to be finalized within 30 days. Upon finalization, delegates will remit pertinent documents and the detailed report of liquidation to the municipal board for its approval.

CHAPTER XI GENERAL PROVISIONS

Art. 41.- Within 30 days of the end of their terms, the outgoing board of directors and governance committee will present a written report to the incoming board of directors and governance committee regarding all activities both realized during their administration as well as pending activities. The report must be signed by all members of the board of directors and governance committee.

Art. 42.- By agreement of the general assembly the association may choose to form part of a larger organization with the same objectives when this helps to guarantee the sustainability of the association.

Art. 43.- All affairs related to the internal controls of the association not specifically stipulated in the statutes, will be established in the internal regulations of the organization. The internal regulations will be developed by the board of directors and approved by the General Assembly. Those acts not considered in the statutes or internal regulations will be resolved by the general assembly.

Art. 44.- The current statutes will become valid after the approval of the municipal board of _____, eight days after the publication of the statutes in the official journal.

ANNEX IV. LESSON PLANS FOR TRAINING

COMMUNITY DEVELOPMENT PROCESS

TRAINING: Community organization and citizen participation

SESSION I

SESSION OBJECTIVES

SPECIFIC OBJECTIVES

- Participants gain better understanding of community organization and citizen participation and the legal framework they are based upon.
- Participants reflect upon their rights and responsibilities as citizens and members of community organizations.

LENGTH: 5 hours

TARGET AUDIENCE: Leaders and members of community organizations

AGENDA

- Presentation Ice breaker
- Definitions What community? Community organization
- Legal basis for the organization of sea turtle egg collectors
- Concept and examples of citizen participation
- Rights and responsibilities of citizens and community members

Responsible: Program for the Conservation of Sea Turtles and Improvement of the Quality of Life in Coastal Communities.

Activity/theme	Procedure	Resources	Time period	Responsible
Presentation and elaboration of name tags	All participants, including the facilitators, introduce themselves.	Name tags	20 minutes	Participants and Facilitator
Activity 1 Brainstorming ideas about the concept of community	Participants are asked to express what they understand as community.	Participants, Large paper flip charts and markers. s	40 minutes	Participants and Facilitator
Activity 2 Presentation and discussion about community organization.	Using multimedia equipment the facilitator shares a presentation on organization. Participants discuss the concept until and thorough definition is understood by all.	Multimedia equipment, flip chart, paper and markers	30 minutes	Participants and Facilitator
REFRESHMENTS				
Activity 3 Game to involve the community group in problem solving.	Groups of 10 are formed and quickly name a leader. The groups are given the task to build the tallest tower possible Each group can only use materials provided to construct their tower. These include 30 newspaper sheets and 2 meters of tape. After 30 minutes each group presents their work and the facilitator measures the different towers and declares a winner.	Newspaper sheets, tape, flip chart, paper.	60 minutes	Participants and Facilitator

	Returning to the larger group each group leader describes the experience and difficulties the group had in reaching its goal.			
Activity 4 Presentation of the legal basis of the local association for the conservation of sea turtles.	The facilitator conducts a presentation regarding the legal basis for the organization of sea turtle egg collectors and the requirements to obtain legal status from the municipalities.	Multimedia equipment, flip chart, paper and markers.	20 minutes	Participants and Facilitator
Activity 5 Rights and responsibilities of citizens	The facilitator conducts a group discussion about the rights and responsibilities of citizens and members of community organizations. By the end of the discussion, participants will understand that in order to demand rights citizens must first meet their responsibilities.	Multimedia equipment, flip chart, paper and markers.	60 minutes	Participants and Facilitator
Close	The facilitator reviews the main points of the session and encourages the participants to continue in the following sessions.	Facilitator	15 minutes	Participants and Facilitator

COMMUNITY DEVELOPMENT PROCESS

TRAINING: Administrative Record Keeping for Community Organizations

SESSION 2

SESSION OBJECTIVES

SPECIFIC OBJECTIVES

- Participants will achieve an improved understanding of administrative controls that will contribute to a more effective management of the organization.
- Train participants in mechanisms to ensure transparency and accountability to improve the relationships between the board directors and the community.

LENGTH: 5 hours

TARGET AUDIENCE: Leaders and members of community organizations.

AGENDA

- Ice-breaker presentation
- Definitions ¿What is the administration?
- Administrative records of community organizations
- Create agendas and conduct meetings
- Annual work report and how to create them.

Responsible: Program for the Conservation of Sea Turtles and Improvement of the Quality of Life in Coastal Communities

Activity/theme	Procedure	Resources	Time	Responsible
Introduction and elaboration of name tags.	All participants, including the facilitators introduce themselves.	Name tags	20 minutes	Participants and Facilitator
Activity 1 Brainstorm ideas about administration.	Participants are asked to share what they know about administration. The facilitator writes the responses on poster paper and together the group uses the responses to build a complete definition of administration. This definition is displayed on the wall for use throughout the session.	Participants, Rota folios, Papers and markers	40 minutes	Participants and Facilitator
Activity 2 Presentation about administrative records of community organizations.	Using multimedia equipment, the facilitator explains what administrative records are required by law for community organizations. Records of minutes of the meetings of the board of directors, the general assembly and special committees if these exist. The group analyzes and discusses the purpose and development of meeting agendas.	Multimedia equipment, Flip chart papers, Markers	30 minutes	Participants and Facilitator
REFRESHMENTS				
Activity 3 Practice creating agendas and conducting meetings	The participants divide in groups of 6 and are asked to quickly name a president and a secretary. The group is asked to take on the role of a board of directors of a sea turtle conservation association. The president develops an agenda proposal and conducts the meeting according to the proposed agenda, trying to be as brief as possible. During the meeting the secretary will take minutes.	Poster board, Flip chart, and large paper.	60 minutes	Participants and Facilitator
Activity 4 Presentation regarding the annual work report and its purpose	The facilitator presents how to prepare an annual work report, who should be involved in its elaboration and the importance of the report. The elaboration of the report is ultimately the responsibility of the president of the board of directors and	Multimedia equipment, Flip chart, papers and Markers.	20 minutes	Facilitator

	can be drawn from the book of administrative records,			
Activity 5 Practice preparing an annual work report of the community organization	Participants are divided in groups of 6 and given a sheet with a list of activities developed during 2012. The groups are asked to create a work plan based on the list. A representative of each group presents work to the group.	Lists of activities, flipcharts, papers and markers	60 minutes	Participants work groups
Close	One of the participants is asked to summarize the meeting and the importance. The facilitator promotes the next training.	Participant	15 minutes	Facilitator and Participants

COMMUNITY DEVELOPMENT PROCESS

TRAINING: Accounting records for community organizations
SESSION 3

SESSION OBJECTIVES

SPECIFIC OBJECTIVES

- The participants learn about accounting for community organizations and tools used in administration.
- The participants learn about community organization activities that generate income and expenditures (credits and debits).
- The participants study different bank accounts, differences between the accounts and the advantages and disadvantages to each as well as the procedures to open accounts.
- The participants learn to produce practical financial reports.

LENGTH: 5 hours

TARGET AUDIENCE: Leaders and members of community organizations

AGENDA

- Ice breaker for group integration
- Definitions-What is accounting?
- Income and expenditures, bank accounts
- Accounting records
- Financial reports

Responsible: Program for the Conservation of Sea Turtles and Improvement of the Quality of Life of Coastal Communities.

Activity/Theme	Procedure	Resources	Time	Responsible
Introduction and elaboration of name tags.	All participants, including the facilitators introduce themselves.	Name tags	20 minutos	Facilitador
	Hot Potato: Each participant must pass a ball covered in papers with questions related to the subject. The ball is passed while music is played and when the music stops			

Ice breaker for group integration	the participant holding the ball must remove a paper and answer a question. This activity serves to motivate the group and help the the facilitator analyze the knowledge level of the group regarding the subject material.	Participants, plastic ball, music.	40 minutes	Facilitator
Activity 2 Definitions: What is accounting?	Using multimedia equipment the facilitator presents different aspects of accounting, including the following definition. Accounting is the tool that permits us to order, record, classify and detail operations realized by a business, association or person in quantitative and monetary terms, converting all information into financial report	Multimedia equipment, Flip chart, papers and Markers.	30 minutes	Facilitator
REFRESHMENT				
Activity 3 Income and expenditures, bank accounts	3.1 All the participants are given cut-outs of posterboard of different colors with different activities that community associations realize and are asked to read them outloud. The facilitator orders these on two large sheets in columns titled income and expenditures. As each activity is placed in the appropriate column, the facilitator explains the concepts. Activities: <i>Payments to the plumber, payment o energy bill, payment for paper, per diem payment for travel, payment of invoices, training payment, pump repairs, payment for accessories, replacement of equipment, improvements and expansions.</i>		30 minutes	Everyone, including the facilitator
	3.2 Brainstorm ideas to define the different types of bank accounts, their applications and when they should be used.		20 minutes	
Activity 4 Accounting records	The facilitator uses multimedia equipment to explain accounting records.			

	Accounting records are a group of records used to document the financial operations realized by a business during an accounting cycle or for the duration of a project.		20 minutes	Facilitator
	<p>Accounting records include: Book of Income and Expenditures, receipts and invoices, property inventories, receipt file, membership payment account, monthly treasurer's report, bank account bank statements and reconciliations and petty cash accounts.</p> <p>The facilitator asks the group the following questions: What are receipts and invoices? The participants respond and analyze that both documents are accounting tools, but differ depending on who provides the receipt and invoice and they can be income or expenditure.</p> <p>Using multimedia equipment the facilitator expands upon the management of bank accounts, petty cash management, and the accounting book of income and expenditures.</p> <p>The participants divide into groups of 8 and are given a sheet listing different activities of the community organization. They are then given lined large paper representing a ledger of income and expenditures. The group is asked to fill in the papers. Each group presents their final results.</p> <p>The facilitator provides more information regarding petty cash ledger, reconciliation and reports.</p>	Directions, Flip chart, Markers, Multimedia equipment, and Tape	<p>20 minutes</p> <p>40 minutes</p>	Work groups of participants
Activity 5 Financial reports	The facilitator teaches the group how to prepare an annual financial report. The			

	facilitator mentions that the treasurer and president of the board of directors are responsible for preparing the report utilizing the financial		20 minutes	Facilitator
	The participants divide into groups of 5 with a sheet detailing a summary of income and expenditures for one year. The groups are then asked to prepare an annual financial report. One representative from each group reads his or her groups report to the entire group. The group then discusses the report and makes suggestion or corrections.	Projector, Large paper, and Markers	30 minutes	Work groups
Close	The facilitator summarizes the principle points of the session and provides participants with a preview of the next session.	Directions	5 minutes	Facilitator and participants

COMMUNITY DEVELOPMENT PROCESS

WORKSHOP: Formulation of by-laws of the Association for the Conservation of Sea Turtles I

SESSION 4

SESSION OBJECTIVES

SPECIFIC OBJECTIVES

- Formulate the Articles of incorporation and by-laws of the Association for the Conservation of Sea Turtles with participation of interested individuals.

LENGTH: 4 hours

TARGET AUDIENCE: Leaders and members of community organizations.

AGENDA

- Introduction ice breaker
- Summary of past sessions
- Review of articles of incorporation of other associatios
- Formulation of articles of incorporation and by-laws

Responsible: Program for the Conservation of Sea Turtles and Improvement of the Quality of Life of Coastal Communities..

Activities/Theme	Procedure	Resources	Time	Responsible
Introductions and name tags	All those present, including the facilitator, introduce themselves.	Name tags	20 minutes	Participants and Facilitator
Activity I Review of earlier sessions	The facilitator reviews past sessions regarding the			

	community organizations, citizen participation as well as administrative and financial controls of community organizations.		10 minutes	Facilitator
Activity 2 Review and discussion of models of by-laws	Using multimedia, the facilitator demonstrates a model of articles of incorporation and by-laws used by community organizations and facilitates a discussion regarding the by-laws.	Multimedia equipment, Flip chart	60 minutes	Facilitator and participants
REFRESHMENTS				
Actividad 3 Formulation of by-laws	Three groups are formed, and each group is assigned a section of the model of the articles of incorporation and by-laws. All groups are asked to analyze, correct and augment different articles assigned to them in accordance to the needs of the community of sea turtle egg collectors.	Sheets with model of articles of incorporation	120 minutes	Facilitator and work groups.
Close	The facilitator closes the workshop, inviting participants to the next session.	Facilitator	15 minutes	Facilitator and participants

COMMUNITY DEVELOPMENT PROCESS

WORKSHOP: Formulation of the articles of incorporation of the Association for the Conservation of the Sea Turtles II.

SESSION 5

SESSION OBJECTIVES

SPECIFIC OBJECTIVES

- Formulate the Articles of incorporation and by-laws of the Association for the Conservation of Sea Turtles with participation of interested individuals.

LENGTH: 5 hours

TARGET AUDIENCE: Leaders and members of community organizations.

AGENDA

- Introduction ice breaker
- Review of previous sessions
- Large group discussion regarding the workshop over sobre el taller de estatutos
- Board of directors and governance committee proposal.

Responsible: Program for the Conservation of Sea Turtles and Improvement of the Quality of Life in Coastal Communities

Activity/theme	Procedure	Resources	Time	Responsible
Introduction and name tags	All participants, including the facilitator, presents themselves.	Name tags	20 minutes	Participants and Facilitator
Activity 1 Review of previous sessions	The facilitator reviews previous sessions, covering community organizations, citizen participation, administrative controls and community organization finances.		10 minutes	Facilitator
Activity 2 Large group discussion about results of analysis and proposal for the articles of incorporation and by-laws.	Each group names a representative to present results of the analysis as well as the proposal of articles of incorporation to the large group	Flip chart and papers	120 minutes	Facilitator and participants
REFRESHMENTS				
Activity 3 Incorporation of suggested articles and by-laws	Using multi-media equipment the facilitator will incorporate the different suggestions and observations into a draft of the articles of incorporation and by-laws.	Multi-media equipment	40 minutes	Facilitator
Activity 4 Proposal of members to the associations governing bodies	Participants nominate people to positions on the board of directors and governance committee. The group votes to elect the board of directors and governance committee to be proposed to the general assembly.	Flip charts, large paper and markers	90 minutes	Facilitator
Close	The facilitator closes the workshop, inviting the participants to the next session that will consist of a meeting of the general assembly to approve the articles of incorporation and the by-laws as well as the election of the governing bodies.	Facilitator	15 minutes	Facilitator and participants

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