Crocodile Specialist Group Steering Committee Meeting

Goldi Sands Hotel, Negombo, Sri Lanka

20 May 2013 (8.30 am-5.00 pm)

Minutes and Actions

1. **Opening**

Ruchira Somaweera, on behalf of the organising committee, welcomed everyone to Sri Lanka and to the CSG Steering Committee meeting.

In the absence of the CSG Chairman, who could not arrive in Sri Lanka until the night of the 20th, Alejandro Larriera, Deputy Chairman, welcomed participants and thanked the organisers for their efforts in organising the meeting.

Steering Committee members present: Alejandro Larriera, Tom Dacey, Perran Ross, Charlie Manolis, Alvaro Velasco, Samuel Martin, John Caldwell, Paolo Martelli, Val Lance, Christine Lippai, Anslem de Silva, Ruchira Somaweera, Don Ashley, Kent Vliet, Yoichi Takehara, Enrico Chiesa, Bruce Shwedick, S.M.A. Rashid and Maheshwar Dhakal.

Observers present: Philip Cunliffe-Steel, Jeffery Lang, Brian Wright, Ashley Pearcy, Robert Gandola, Mark Merchant, Sally Isberg, Benedict Solco, Brian Sibonga, Rainier Manalo, James Chan, Marisa Tellez, Brandon Sideleau, Matt Plummer, Vicente Mercado, Teri Aquino, Pedro Mendoza, Geoff McClure, Szu-Lung Chen, Alexander Meurer, Mushtaq Ahmed, Vyas Rajendrakumar Vajubhai, Cathy Shilton, Akira Matsuda, Agata Staniewicz, Jigar Upadhyay, Christoper Moran, Hasanta Lokugamage, Thilanka Samaraweera, Samantha Pushpakumara, Abusyem M. Arif, Colin Stevenson, Oswald Braken Tisen, Himanshu Rajeev Joshi, Chiranjibi Prasad Pokheral, Nazesh Subedi, Abhijit Das, Asghar Nawab, Csaba Geczy, John Brueggen, Jen Brueggen, Adam Britton, Erin Britton, Panduka de Silva, Ruttana Hassan, Bed Bahadur Khadka, Nilantha Kodithuwakkw, Sampath Gunasinghe, Chamara Amirsinghe, Chaminda Jayasekarra, Avinda Godahewa, Aviskka Godahewa, Rambli Bin Ahmad.

Apologies (Steering Committee members): Grahame Webb, Dietrich Jelden, Toshinori Tsubouchi, Choo Hoo Giam, Nao Thuok, Eric Langlet, Alfonso Llobet, Carlos Pina, Hesiquio Benitez Dias, Miryam Anaya, Luis Bassetti, Sergio Medrano-Bitar, Roberto Soberon, Bernado Ortiz, Jon Hutton, Ralf Sommerlad, Ruth Elsey, Allan Woodward, Noel Kinler, Frank Mazzotti, Tomme Young, Hank Jenkins, Yoshio Kaneko, James McGegor, Clara Lucia Sierra Diaz, Alison Leslie, Simone Comparini, Asghar Mobaraki, C.H. Koh.

Apologies (other CSG members): Patrick Aust, Manuel Muñiz, María de la Paz López Vázquez, Rafael Antelo, Rob Stuebing, Bienvenu ADJE Chabi, Laura Brandt, Gordon Grigg, Yosapong Temsiripong, Merlijn van Weerd, Antoine Cadi, Elham Abtin, Rene Hedegaard

1.1. Chairman's Report

The Deputy Chairman welcomed everyone and thanked the workshop organisers, including representatives of Government, academic institutions, industry and NGOs. He also drew attention to the activities of the CSG over the past year and the forthcoming years, highlighting:

- Three CSG members had passed away since the last working meeting: Saul Elias Gutierrez Eljuri (Venezuela), Keiran McNamara (Australia) and Alfonse Mava (Papua New Guinea), a long-time contributor to crocodile conservation and management programs in the Sepik River area. A minutes silence was held in remembrance.
- Changes to the Steering Committee.
- Various meetings in which the CSG had been involved over the past 12 months.
- The current status of trade in Madagascar, where CITES has maintained the trade suspension recommended by the CITES Standing Committee.
- The Order of the Silver Crescent award (South Carolina's highest award) granted to Phil Wilkinson.

1.2. Minutes and Actions from CSG SC Meeting, Manila, Philippines (May 2012)

Executive Officer, Tom Dacey, advised that all outstanding actions from the Manila meeting were either reported in the minutes of the meeting or addressed as separate agenda items in the papers for the CSG Working Meeting. He also advised that the Proceedings from the Manila Working Meeting had recently been printed and copies would be distributed to participants shortly. Completion of actions from the last CSG SC meeting was noted.

1.3. Executive Officer's Report

The Executive Officer highlighted:

- CSG membership of 488 (62 countries)
- Funding of a Regional Office (South Asia and Iran) in Sri Lanka
- Reviews and meetings: Lao PDR; CoP16, Bangkok; and, 22nd CSG working meeting, Negombo
- SRAS (Agenda item SC.7.1) since 2009 there had been 61 applications, 58 of which were approved, and 3 are under consideration. To date, reports for 34 completed projects have been received. All details are available on the CSG website. Those applicants who have successfully completed their various projects have been offered membership of the CSG. Four SRAS students, Marisa Tellez, Ashley Pearcy, Agata Staniewicz and Ruchira Somaweera participated in the current CSG meeting.

1.4. Financial Report

The financial report highlighted the current balance of \$US594,175 (at 31 March 2013), although this is declining with current exchange rates between \$USD and \$AUD. The account at the University of Florida is closed, and all funds are being transferred to the IACS account in Australia.

CSG-TTF funds currently total approximately \$US46,500. Chinese Alligator Fund has \$US7000 - the Executive Officer advised that there had not been any transactions for over 8 years and a decision needs to be taken on what to do with these funds. Discussions will be held with the Chinese delegates, CSG Executive and the original Chinese Alligator Fund organiser, Adam Britton.

1.5. International Association of Crocodile Specialists Inc.

The Executive Officer gave an outline of the establishment of IACS as a separate legal entity, specifically to manage the finances of the CSG. The Audited Financial Statement for 30 June 2012 was tabled. The Annual General Meeting was held on 7 November 2012.

2. Regional Reports

2.1. South and East Africa

As there is no Regional Chairman for South and East Africa at the moment. Christine Lippai and Alison Leslie provided the report highlighting recent activities:

- South Africa Crocodile research activities including a workshop in the Kruger National Park (March 2012) and the depressed market for Nile crocodile skins.
- Namibia status evaluation carried out in 2012 and need for crocodile management plan.
- Malawi HCC is a major problem. Trophy hunting commenced in 2010 (quota of 15 for 2012).
- Botswana Okavango Crocodile Monitoring project continuing.

2.1.2. Lake Chamo, Ethiopia

Charlie Manolis reported briefly on the meeting with Ethiopian officials during CoP16 in Bangkok and the circumstances that resulted in the closure of trophy hunting in Lake Chamo. A CSG review is proposed to be undertaken subject to availability of funding.

A brief discussion was held on the issue of CSG members working in a private capacity being considered by outside parties as representing the CSG. There has always been a fine line between CSG members working privately or as CSG representatives, and members should consult the CSG policy on this issue.

2.2. West and Central Africa Regional Report

Samuel Martin addressed the report, highlighting:

- Work is continuing in Benin on *Osteolaemus tetraspis* by the Credit ONG program and Nathalie Kpera.
- Lacoste/FDB and SOS Crocodiles of La Ferme aux Crocodiles (France), continue to be involved in several projects, particularly in Niger, where a number of issues have been identified.

A report was provided by Matt Shirley on the work he has been undertaking in:

- Gabon: Impact of the oil industry [TOM IS THIS PETROLEUM INDUSTRY OR OIL PALM INDUSTRY?] on crocodiles, particularly, Dwarf crocodile abundance and trade; Proposed collaboration with Marisa Tellez; and, Sustainable trade in crocodile bushmeat.
- Cote d'Ivoire Rehabilitation at the Zoo National d'Abidjan, focusing on captive breeding of *M. cataphractus*.

- Two CSG SRAS students working in DR Congo and Uganda.
- Finalisation of Red List assessments for all African crocodile taxa.

A discussion was held on a proposed third regional meeting, however, no firm venue or dates have been identified.

2.3. East and Southeast Asia Regional Report

The report collated by the CSG Executive Officer from various sources highlighted:

- Current WCS activities in Lao PDR, regarding their "Community Based Crocodile Recovery & Livelihood Improvement Project";
- Cambodian Crocodile Conservation Programme report by FFI and Cambodian Fisheries Department:
 - 1. Ongoing protection of three breeding populations;
 - 2. Monitoring of population trends and reproduction;
 - 3. National Siamese Crocodile Reintroduction and Reinforcement Strategy and Action Plan, including a pilot release in the Cardamom Mountains; and,
 - 4. Development of a National Crocodile Farmers Association.
- Sarawak update:
 - 1. "Holistic Crocodile Resource Inventory for Sarawak, 2013";
 - 2. "Strategic Crocodile Management in Sarawak, November 2012";
 - 3. HCC issues; and,
 - 4. Various crocodile management activities.
- Sabah update HCC attacks appear to be consistent.
- Philippines reintroduction of *C. mindorensis* on Siargao Island and death of "Lolong". A progress report from the Mabuwaya Foundation arrived too late to be included in the agenda, but the full report is included with all SC documents on the CSG website.
- Japan court case involving import of hybrids;
- China sub-regional report on Chinese Alligator:
 - 1. Captive breeding and release of captive breed Chinese Alligators in Anhui and Zhejiang Provinces;
 - 2. Status of wild Alligator populations in Anhui Province; and,
 - 3. Approval of future research projects.

2.4. North America regional Report

The report, provided by the Regional Chairs, Ruth Elsey and Allan Woodward, highlighted:

- Death of 140 American Crocodiles (*C. acutus*) in Southern Florida during the winter of 2010;
- Various State reports: Alabama hunting season; Arkansas increase in the annual maximum harvest; Florida alligator harvest programs and continued research efforts; Georgia no recent changes to management programs; Louisiana impact of the global financial crisis and it's effect on alligator industry in southern States; Mississippi expansion of sport hunting opportunities on public waters; North Carolina undertaking a study to determine if State harvest of alligators is sustainable; Oklahoma report on recent research efforts; South Carolina report on 2012 public hunting season and ongoing long term research; and, Texas Nusiance Alligator Program.

Don Ashley and Perran Ross also provided additional information on activities, such as: animal welfare concerns; captive breeding operations; continued increases in the markets; and, Florida's proposal to open a hunting program.

2.5. South Asia and Iran Regional Report

The report was provided by Anslem de Silva, with input from the various Vice Chairs, who introduced their individual country reports:

- Iran (no representative present) report on recent surveys and current status;
- Pakistan (no representative present) increase in the number of captive breeding farms, work with village communities and general distribution and status of crocodilians;
- Sri Lanka (Ruchira Somaweera) population studies, HCC surveys and issues and public awareness programs;
- Nepal (Maheshwar Dahakal) *ex-situ* conservation and restocking program continues, however, maintaining a healthy wild Gharial population remains a major challenge;
- India (Raju Vyas) Status reports on all three species (Gharials, Saltwater crocodiles and Muggers) and future research incentives; and,
- Bangladesh (S.M.A. Rashid) reports on Gharials, Muggers and Saltwater crocodiles, commercial activities and HCC issues.

Anslem de Silva provided an overall summary for the SA&I region.

2.6. Australia and Oceania

The report provided by Regional Chairman Charlie Manolis, highlighted:

- Northern Territory: Review of Saltwater crocodile management completed; HCC attacks; no response from Federal Government on trial trophy hunting; and, NT Parks and Wildlife work in relation to the decrease in the Freshwater Crocodile population due to cane toads.
- Queensland Edward River Crocodile Farm has gone into receivership. Adam Britton gave a brief overview of the pilot wild egg harvest program currently being undertaken at Edward River.
- Papua New Guinea crocodile farming industry continues to focus on *C. porosus*, although wild harvesting involves both *C. porosus* and *C. novaeguineae*. Population monitoring shows increasing populations of both species.
- East Timor the East Timorese Government recently formed a Crocodile Task Force to improve knowledge and experience in managing crocodile populations. HCC continues to be an issue.
- Solomon Islands HCC continues to be a major issue and creating negative attitudes towards crocodiles.

2.7. Europe

Regional Chairman, Jon Hutton, was unable to attend the meeting, but had advised that the African Survey database (www.crocsurveys.net) had been updated and improved.

2.8. Latin America and Caribbean Regional Report

The report was presented by Deputy Chairman Alejandro Larriera, who thanked all representatives from LA&C region for their inputs into the regional report and offered an apology for all those who were unable to attend the meeting. Issues highlighted:

- Colombia and Venezuela visits;
- Argentina proposed downlisting of the Broad-snouted caiman under the US ESA has been further delayed by the USFWS;
- Paraguay skin stockpiles still not sold;
- Uruguay C. latirostris farm at Cerros Azules to be closed;
- Bolivia Reports on: *C. yacare* wild harvest, ranching and captive breeding programs; *M. niger* and *C. latirostris* Action Plans; and, confiscation of caimans in Bolivia.
- Peru report on *C. acutus* captive breeding and conservation status, situation with *M. niger* and other activities and issues;
- Brazil concern about the closed-cycle *C. latirostris* farm in the State of Alagoas exporting Appendix-I skins to Europe; and, 7th Field Training Course conducted in October 2012 (9 participants from 5 countries).
- Colombia discussions between farmers and Government regarding the scar button (scute marking) and verification process. New protocols have been developed.

Marisa Tellez reported briefly on the following:

- Belize *C. moreletii* is semi-stable, in areas of Hennonite farm communities they are extirpated; *C. acutus* is declining as a result of habitat loss and senseless killing; with both species, crocodile education is helping with public acceptance of crocodiles, but it is a slow process.
- Guatemala a group known as ARCAS is working with the government to increase crocodile research and education. I worked with them in March 2013 and will return in September to train people in parasitological techniques and assist a wild population survey; they are interested in expanding crocodile research.

2.8.1. Crocodile conservation in Jamaica

Perran Ross presented the paper and the issues discussed at the *C. acutus* meeting held in Miami on 15 February 2013. Reasonable progress has been made to date and approval of the Jamaican agency heads obtained. Currently developing the outline of a proposed action plan. A fund-raising program has been proposed to enable a further meeting of the working group to be held in Jamaica.

3.1. Vietnam Review

There was no specific report from Vietnam and no representative from Vietnam present at the meeting. However, Agenda SC.2.3 mentions "*Crocodylus siamensis* Exports vs. Domestic consumption, 2002-2012" [NOT SURE WHAT THIS MANS????].

3.2. Cambodia: Update on Implementation of Recommendations

The detailed report from Fisheries Administration of Cambodia on implementation of the Recommendations of the 2005 CSG review was included in the agenda papers.

Recommendations 1, 2, 3, 4, 5, 6, 7, 9, 12, 21, 22, 3, 25, 26, 27 were considered to have been completed. Recommendations 13, 18, 19, 24, 29 and 31 were considered to have been partly completed and ongoing. Recommendations 8, 10, 11, 15, 16, 17, 20, 28, 30 were

considered to be ongoing. Charlie Manolis gave a brief overview of achievements and ongoing activities, including the recently approved re-introduction program. (SC.2.3 also refers).

3.3. Madagascar Review

The current suspension in trade of *C. niloticus* from Madagascar was discussed at CITES SC64. The working group on this issue (Japan, USA, France, Germany, CITES Secretariat, CSG) met with the Malagasy delegation to discuss progress made on the SC62 recommendations on the conservation and management of *C. niloticus* in Madagascar. Although progress had clearly been made with some of the recommendations, others had yet to be addressed completely, and so the working group felt that the suspension could not be lifted at this time. Although additional information had been submitted by Madagascar immediately before SC64, there was insufficient time for it to be translated, nor for the working group to evaluate it in detail. It was agreed that the working group would work intersessionally by e-mail to assess any additional documents submitted by Madagascar prior to SC65 (2014), and if compliance with the SC62 recommendations warranted the lifting of the trade suspension, this would be done through postal vote to SC members. There are unsubstantiated allegations that *C. niloticus* skins from Madagascar continue to be traded internationally through another African country, which if true, would be a matter of concern.

3.4. Cuba Review

As Roberto Soberon has now moved to Spain, and the CSG Executive appointed Manuel Tabet as a LA&C Vice Chair. The Deputy Chairman, Alejandro Larriera, had recently spoken with Manuel Tabet by telephone, which will the main means of communication in the future. At this stage there is no further report on the Cuba review recommendations.

3.5. First Species (C. siamensis) Meeting, Bangkok - Progress Report

The Executive Officer reported that the major subsequent outcome from the Bangkok meeting has been the establishment of the Siamese Crocodile Task Force, to discuss what might be possible in respect of the common recommendations on compliance, capacity building, etc. A report from the Task force is at SC.6.3. The report was noted.

3.6. Lao PDR Review

The Executive Officer report on the visit to Lao PDR was included in the documents and also reported in the CSG Newsletter. Highlights included meetings with representatives from DFRM and WCS officials, and visits to Lao Zoo (privately owned) and Tansoum and Ban Nao Nua Villages. The WCS report at SC.2.3 also refers. The report was noted.

4. Thematic Vice Chair Reports

4.1. CITES

The report was briefly introduced by Charlie Manolis, highlighting:

• Madagascar - the trade ban continues (see SC3.3).

- Colombian proposal to transfer the Cispata Bay population of *C. acutus* from Appendix I to Appendix II was not adopted at CoP16.
- Thailand's proposals for the transfer of *C. siamensis* and *C. porosus* from Appendix I to Appendix II were unsuccessful at CoP16.
- CoP16 adopted revisions to paragraph A.2 of the Precautionary Measures in Annex 4 to Resolution Conf. 9.24 (Rev. CoP15), which reinstates Resolution Conf. 11.16 (Rev. CoP15) as a "stand alone" alternative mechanism [to Resolution Conf. 9.24 (Rev CoP15)] for downlisting proposals based on ranching.

The opportunity was also taken to discuss various conservation and management issues with: Ethiopia, Thailand, Costa Rica, Israel, Uganda and Rwanda.

4.2. Industry Report

Vice Chair Don Ashley addressed the report highlighting:

- The continuing trend of Animal Rights campaigns for exotic leather product bans remain a central concern;
- Traceability and Sustainability Study co-commissioned by the United Nations Conference on Trade & Development (UNCTAD) and CITES Secretariat;
- The study conducted by the "Expert Panel on Humane Killing of Reptiles" has been proposed for consideration by the World Organisation for Animal Health, as a worldwide standard on slaughtering methods.
- Suggested strategy for overcoming concerns: capacity building; institutional framework; compliance audits; non-detriment findings; traceability; and, trade monitoring.

4.3. Trade Monitoring

John Caldwell presented the report, highlighting: the source of the trade data; outstanding CITES reports (eg Australia); and, preparation of IACTS reports. The report was noted.

4.4. Veterinary Science

Paolo Martelli presented the report, highlighting:

- Membership is now 14 CSG members.
- Progress with the CSG website update on Veterinary Science.
- The Workshop on Crocodile Clinical Techniques, held prior to the Steering Committee meeting was very well attended.
- PhD on electro- stunning (South Africa).

4.5. Zoos

Vice Chair Kent Vliet presented the report highlighting:

- Good relationships with Zoos and Zoo participants in North America and Europe;
- Activities of AZA Crocodilian Advisory Group (USA);
- St. Augustine Alligator Farm Zoological Park; and,
- San Diego Zoo and Busck Gardens Tampa involvement with Ivory Coast project on *M. cataphractus*;

- Development of Crocodilian Conservation Centre of Florida;
- Steve Platt (WCS) visit to China;
- "Croc Fest" fund raising activities; and,
- Various reports by European Zoos Cologne Zoo; ARTIS Royal Zoo, Amsterdam; Dortmund Zoo; Protivin Crocodile Zoo; Dvur Kralove Zoo; and, Krokodille Zoo.

4.5. Community Education

Vice Chair, Clara Lucia Sierra Diaz was unable to attend the meeting so Charlie Manolis addressed the report highlighting: Mission; Name of group; and, Proposed activities and actions.

4.7. General Research

Vice Chair Val Lance gave a verbal report highlighting the high number of recent papers dealing with crocodilians and listing a number of specific relevant papers (eg genomes, chromosome painting, fossil crocodilians and feral pig predation of alligator eggs).

5. IUCN Red List Authority

Perran Ross advised that Red List Assessments had been completed for *C. siamensis* (Critically Endangered A2c.) and *Tomistoma schlegelii* (Vulnerable A2cd) and submitted to SSC/IUCN for review (previously Endangered). The assessment of *C. mindorensis* is in the process of revision by the assessors (proposed Critically Endangered A2cd). A draft assessment of *C. niloticus* is being prepared by Matt Shirley. A request has been submitted to SSC/IUCN Red List staff to include an additional taxon *C. "suchus"*, representing those "nile crocodiles' found in Central and West Africa. During the CSG Working Meeting a Red List assessment for *C. palustrus* is to be conducted.

6. Task Force/Working Group Reports

6.1. Tomistoma Task Force

The report was presented by TTF Chair, Bruce Shwedick, highlighting:

- Funding support received from various contributors and activities;
- Activities and reports; and,
- CSG-TTF Mission to Singapore Zoo (29 May 2012).

6.2. Human-Crocodile Conflict

HCC Chairman Allan Woodward was unable to attend the meeting but provided a written report. Charlie Manolis addressed the report, highlighting:

- The outcomes of the Working Group meeting in Manila (May 2012);
- Proposed development of an online database by Brandon Sideleau and Adam Britton; and,
- A special HCC session will be held in Louisiana (May 2014), including presentations of HCC case studies.

6.3. Siamese Crocodile Task Force

SCTF Chairman Parntep Ratanakorn was unable to attend the meeting but provided a written report outlining progress to date, including –

- Informal meetings held during CITES CoP16;
- Surveillance of *C. siamensis* diseases in captive breeding operations in Thailand;
- Development of a *C. siamensis* database for captive and wild populations;
- Organisation of a Regional Workshop on C. siamensis reintroduction; and,
- Survey of wild *C. siamensis* in Bueng Borapet and planning for reintroduction in Pang Sida NP.

6.4. Capacity Building Manual Working Group

Verbal report presented by Charlie Manolis, highlighting the outcomes from the previous Working Group meeting in Manila:

- "Wikipedia" summary approach to be undertaken;
- Charlie Manolis had drafted a number of examples to indicate style/format of contributions.
- Ashley Pearcy had approached selected people for contributions. To date, 50% of the items have been completed, but are still subject to further review.
- There was a need for further contributions and the first sections should be available on the CSG website by the end of June 2013.

6.5. Space and Husbandry standards for Captive Crocodilians

Report was provided by Kent Vliet, outlining:

- Background to the issue;
- The scope of the task only relates to captive crocodilians in zoos;
- Space requirements have been addressed in some countries (eg Germany and Australia);
- Recommendation that the CSG avoid a highly prescriptive approach;
- Husbandry standards; and,
- Welfare is a paramount issue.

Action 1: The matter was referred back to the Working Group to meet, with other interested participants, during the current Working Meeting. The out of session discussions agreed that the CSG would avoid a highly prescriptive approach and adopt the guidelines proposed by Queensland, Australia: "the space required to hold captive crocodilians in zoos must meet the behavioural and physical needs of the crocodilian".

7. General Business

7.1. Student Research Assistance Scheme

The report presented by Executive Officer Tom Dacey highlighted:

- 61 applications received since 2009, 58 approved, 3 applications under consideration and 34 reports received;
- Details of successful applications are now on the CSG website, including final reports as they are received; and,

• Upon receipt of an acceptable report, the successful SRAS Students are offered CSG membership if they intend to continue working on crocodilians.

7.2. International Working Group on Reptile Skins

The Chairman, Alejandro Larriera, introduced this paper and outlined the background of the issue, including the recent e-mail from Eduardo Escobedo (Responsible Ecosystems Sourcing Platform) and the initial reply from CSG Chairman. A general discussion ensued and Don Ashley also provided further background on the issue.

Action 2. The matter was deferred for further discussion by key members during the Working Meeting.

Following the out of session discussions it was agreed and reported to the final plenary that, subject to availability of external funding, the CSG would undertake the development of Best Management Practices (BMP's), to assist and guide the crocodile industry and to counter the attacks by Animal Rights organisations. These BMP's will also form part of the web-based Crocodilian Capacity Building Manual (CCBM), which is currently being undertaken.

8. Next CSG Working Meeting

The 23rd CSG Working Meeting will be held at McNeese University, Louisiana, USA, on 26-30 May 2014. It will be preceded by a meeting of the Steering Committee on 25 May. Mark Merchant gave an overview of progress to date.

The meeting closed at 1600 h.

Prepared by: Tom Dacey, Executive Officer **Date prepared:** 20 May 2013