



**SEYCHELLES
FISHERIES
AUTHORITY**

Seychelles Fisheries Authority

PUBLICATION INFORMATION MANUAL

**Prepared in terms of Section 53 of the Promotion of Access
to Information Act 2018**

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1. List of Acronyms and Abbreviations

1.1	“ HOIH ”	Head of Information Holder
1.2	“ IC ”	Information Commission
1.3	“ IO ”	Information Officer
1.4	“ ATIA ”	Access to Information Act
1.5	“ SFA ”	Seychelles Fisheries Authority

2. Purpose of Publication Manual

This Publication Manual is useful for the public to:

1. Check the nature of the records which may already be available at Seychelles Fisheries Authority, without the need for submitting a formal ATIA request;
2. Have an understanding of how to make a request for access to a record of the Seychelles Fisheries Authority;
3. Access all the relevant contact details of the persons who will assist the public with the records they intend to access;
4. Know all the remedies available from the Seychelles Fisheries Authority regarding request for access to the records, before approaching the information commission;
5. The description of the services available to members of the public from the Seychelles Fisheries Authority, and how to gain access to those services;
6. A description of the guide on how to use ATIA, as updated by the information commission and how to obtain access to it;
7. If the body will process personal information, the purpose of processing of personal information and the description of the categories of data subject and of the information or categories of information relating thereto;
8. Know if the Seychelles Fisheries Authority has planned to transfer personal information outside the Republic of Seychelles and the recipients or categories of recipients to whom the personal information may be supplied; and
9. Know whether the Seychelles Fisheries Authority has appropriate security measures to ensure the confidentiality, integrity and availability of the personal information, which is to be processed.

3. Establishment of the Seychelles Fisheries Authority

The Seychelles Fisheries Authority (SFA) was established under the *Seychelles Fisheries Authority Act, 2024*. An act to provide for an authority to oversee the efficient management and sustainable development of the fisheries sector on a par with international norms, standards, and best practices and for matters connected therewith or incidental thereto.

The Authority works closely with the Ministry of Fisheries and is governed by a Board of Directors, which is responsible for its policy, control, and management oversight. A Chief Executive Officer (CEO) has supervision over and directs the day-to-day affairs of the Authority.

3.1. Objectives / Mandate

The Seychelles Fishing Authority (SFA) was created in August 1984 by the Seychelles Fishing Authority (Establishment) Act, as an executive arm of the Government of Seychelles in the field of fishery, to develop the fishing industry to its fullest potential and to safeguard the resource base for sustainable development.

The Authority became a Financial Autonomous State-Owned Enterprise in January 2019. Subsequently, the authority initiated a comprehensive process to revise and modernize the SFA Establishment Act. This initiative was important not only to align the SFA with the Public Enterprise Monitoring Commission Act at that time but also to update the functions of the Authority.

The Seychelles Fisheries Authority Act, 2024 was officially assented by the President of the Republic of Seychelles on 23rd July 2024 and gazetted on 29th July 2024.

The Seychelles Fisheries Authority Act 2024 introduces several key changes. It includes changing the name of the Authority from the Seychelles Fishing Authority to the Seychelles Fisheries Authority to better reflect its functions.

3.2. Our Vision

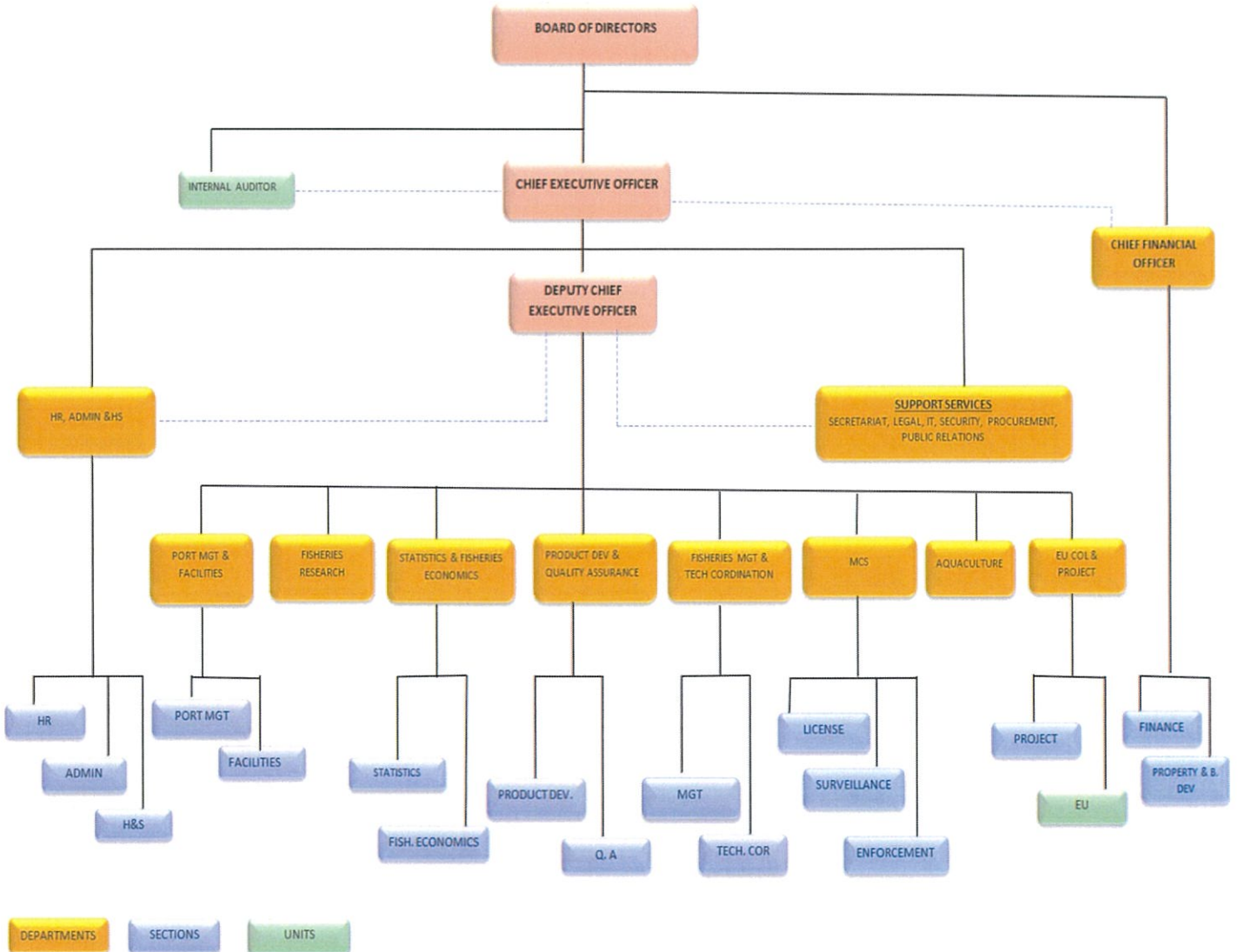
"Excellence in sustainable fisheries management and sector development"

3.3. Our Mission

"Ensure optimal utilization of the fisheries resources for the benefit of the Seychellois people through sustainable management, ecosystem-based approaches, and integrated sector development"

4. Structure of the Seychelles Fisheries Authority and functions

4.1. Structure



4.2. Functions

The Seychelles Fisheries Authority (SFA) is the leading agency dedicated to the sustainable management and development of the Seychelles’ rich marine resources. For over four decades, SFA has been at the forefront of ensuring the responsible stewardship of our fisheries, balancing economic growth with the preservation of our marine ecosystems.

The functions of the SFA as defined in article (5) of the Seychelles Fishing Authority (Establishment) Act (1984) are to:

- (a) promote, develop and regulate fisheries;
- (b) advise the government on all matters related to fisheries;

- (c) assist in the formulation of national policies with respect to fisheries and lead the implementation of these policies;
- (d) assist in negotiations and represent Seychelles on matters related to fisheries;
- (e) promote and conduct scientific and development research related to fisheries;
- (f) enter into agreements in consultation with the authority responsible for ports, for the management or joint management of ports, harbors and related facilities;
- (g) administer the laws relating to fisheries and aquaculture and regulations made thereunder and other written laws relating to fisheries; and
- (h) advise the government on the manpower training requirements of Seychelles with regard to the fisheries sector.

4.3 Core values

- **Transparency & Accountability:** Being open and honest about our actions and taking responsibility for our decisions.
- **Integrity:** Doing the right thing and demonstrating ethical behaviour in any situation.
- **Reliability & Consistency in service delivery:** Providing a service that is dependable and maintaining our quality of service over time.
- **Positivity:** Applying a positive mental attitude to the work we do and aiming for excellence.
- **Stewardship & inclusivity:** Taking initiatives to make things better for our organization while welcoming and respecting the dignity of all.

5. Key contact details for Access to Information of the Seychelles Fisheries Authority

5.1 Information Officer

Name: Mrs. Tresa Bastienne
Tel: 4670338
Email: pr.assistant.manager@sfa.sc

5.2 Head of Information Holder

Name: Dr. Jan Robinson
Tel: 4670312
Email: ceo@sfa.sc

5.3 Head Office Contact

Postal Address: P.O Box 449

Physical Address: Fishing Port, Victoria, Mahe

Telephone: 4670300

Email: info@sfa.sc

Website: www.sfa.sc

6. Description of all remedies available in respect of an ATIA or failure to act by the Seychelles Fisheries Authority

SFA ensures that it replies to requests within the mandated period. In case of this not being possible, we offer or request an extension from the requestor.

Furthermore, apart from requesting through the Information Officer, information is made available on SFA's website, on SFA's Fisheries Information System (FIMS) online, on SFA's social media pages, through educational visits and outreach programs upon request.

7. Categories of records of the Seychelles Fisheries Authority which are available without a person having to request access

Categories	Document Type	Available on website	Available upon ATIA request
Tender Document	<ul style="list-style-type: none"> - Advertised Tender - Name Of Success Bidder 		<ul style="list-style-type: none"> -Tenders are advertised in local newspapers and social media platform (Jobo) -Information about successful bidders is under the responsibility of the Procurement Oversight Unit (POU)
Legislations / Regulations		√	
Strategic Documents (Plans and Reports)	<ul style="list-style-type: none"> - Organizational profile (overview, objectives, functions); - Annual Reports; - Fishing Agreements - SFA Strategic Plan; - Fisheries Plans - Seychelles-European Union agreement 	√	√
International reports	<ul style="list-style-type: none"> - Fiti Report - Seychelles Report to IOTC 	√	√
Certificates and Licenses	<ul style="list-style-type: none"> - Authorization - Registration of concession for boat owners/processor Exporters 	√	√
Fisheries Information Management System (FIMS)	<ul style="list-style-type: none"> - Licenses - Fisheries Economic contribution - Fisheries Import/Export Statistics - Fisheries Management Plans 	√	
Personal Information	<ul style="list-style-type: none"> - Fishers' licenses - Employee files 		√
Commercial/Internal Documents	<ul style="list-style-type: none"> - Board of Directors meeting minutes - Management meeting minutes - Committee meeting minutes 		√

8. Services Available to members of the public from the Seychelles Fisheries Authority and how to gain access to those services.

The below mentioned services are offered to members of the public and can be accessed in several ways as listed:

- SFA Website on the following link: www.sfa.sc
- By calling the SFA Office on 4670300
- Enquiry can be done via email: info@sfa.sc

A. Renewal of Certificate of Authorisation (COA)

A Certificate of Authorisation (COA) is a permit for fishing vessels that are larger than 24 meters in length overall or in case of vessels less than 24 meters, those operating in waters outside the Economic Exclusive Zone of the Flag State to fish for species managed by the IOTC in the IOTC area of competence. Renewal can be done via this link: <https://sfa.sc/certificate-of-authorisation/>

B. Boat Owners and Fishers Registration

The SFA maintains an updated list of registered fishers which can be viewed upon request via email. info@sfa.sc

C. Special Loan Scheme for Artisanal Fishing

The special loan scheme aims to assist Artisanal fishing boat owners with funding to purchase, repair, or replace fishing equipment or undertake minor vessel repairs. To be eligible for the scheme the applicant's vessel must fall under the Artisanal fishery. Application can be done in person. Inquiry can be done via email: info@sfa.sc

D. Fisheries Scheme

- Fuel Incentive Scheme (FIS)
The FIS is a government-assisted excise tax concession on fuel, designed to reduce the operational costs of fishing activities.
- The Sickness Benefits Scheme
This scheme provides financial assistance to registered fishers who are unable to work due to illness or injury
- Fisheries Insurance Scheme
A voluntary insurance scheme available for all full-time boat owners registered with SFA, providing coverage for vessels up to SCR2,000,000.

Information on all schemes can be found on this link: <https://sfa.sc/fisheries-scheme/#>

Inquiry for all schemes can be done via email (info@sfa.sc) or in person.

E. Fishing Licenses

Licenses are permits that a person shall obtain prior to engaging in a fishing activity or fishing related activity. Inquiries can be done via email: license@sfa.sc. Information on the issuance of licenses and permits can be found on this link: <https://sfa.sc/fishing-licences/> Application can be done in person.

F. Aquaculture Licence

Application to start an aquaculture business. Application can be done via this link: <https://seychellesaquaculture.com/how-to-get-started/>

Aquaculture license Application Procedure can be found on this link: <https://seychellesaquaculture.com/wp-content/uploads/2022/02/Aquaculture-License-Application-Procedure.pdf>

G. Sale of ice

SFA has over 10 ice plants in Seychelles located mostly at fishing facilities, which provide ice at a subsidized rate to fishers. SFA gives priority to fishers and further supplies to the public subject to availability and at different rates.

H. Sale of Fuel

SFA provides fuel at a subsidized rate strictly to fishers.

I. Fisheries Information Management System

The Fisheries Information Management Systems (FIMS) developed by the Seychelles Fisheries Authority (SFA) is a comprehensive and centralized database and software platform. FIMS serves as the backbone of fisheries data management in Seychelles, capturing a wide range of critical information. FIMS enables efficient data collection, storage, analysis, and reporting, facilitating evidence-based decision-making and promoting transparency within the fisheries sector. It can be accessed at this link: <https://sfa-fims.traseable.com/public>

J. Liaison

An officer mandated to manage SFA's collaborative efforts with key stakeholders within the fishing and other relevant sectors. Seek to establish mutually beneficial, encouraging relationships with targeted groups within the fisheries sector, establish parameters for collaborative efforts, and serve as a reliable contact point with whom stakeholders can convey their concerns as well as obtain necessary support and guidance. The Liaison Officer can be reached via this email: liaison.officer@sfa.sc

9. Public Involvement in the formulation of policy or the exercise of powers or performance of duties by the Seychelles Fisheries Authority.

One of SFA's core values is inclusivity and maintaining constant dialogue with all stakeholders. Through the Liaison Officer, daily two-way communication is established with all concerned parties. All projects adhere to a strict protocol of continuous communication.

Additionally, SFA promotes community engagement in fisheries management. Consultative discussions with relevant stakeholders occur at various stages of drafting sustainable management plans for different fisheries. Community involvement is also encouraged during the implementation of management plans and regulations. Public comments, feedback and suggestions are gathered through means deemed appropriate, such as email and open discussions.

10. Availability of the Manual

This Manual is made available in the following official language -

1. English;

A copy of this Manual or the updated version thereof, is also available as follows-

1. On www.sfa.sc , if any, of the public body;
2. At the head office of the public body for public inspection during normal business hours;
3. To any person upon request
4. To the Information Commission upon request

11. Updating of the Manual

The Seychelles Fisheries Authority will, if necessary, update and publish this Manual annually.

Issued by:



Mrs. Tresa Bastienne
Information Officer

Date 07/02/2025



Dr. Jan Robinson
Head of Information Holder

Date 14/2/25



OFFICIAL STAMP