

**Ministry of Ocean Economy, Marine Resources, Fisheries & Shipping
(Fisheries Division)**

Project Guidelines

(Details to be submitted for any fisheries development projects).

1. Project title
2. Background
 - Fish resources
 - Fishing fleet
 - Processing
 - Aquaculture
3. Project objectives
 - Aim of the project – General framework into which the project fits
 - Project rationale – Economic, financial, social benefits
 - Justification of key elements of the project
 - Project strategy
4. The project
 - Brief description
 - Location
 - Project components (vessels, ice-plants, equipment etc)
 - Project costs and phasing
 - Project structure, organization and management
5. Investment & source of financing
 - Percentage shareholding & name of shareholders
 - Total cost of the project
 - Capital investment breakdown
 - Loans
 - Certificates of incorporation (to be attached)
6. Employment
 - Number of fishers to be employed (direct/indirect)
 - Expatriate employment, if any (justify)
7. Technical aspect
 - Methodology of fishing operations/fish processing activities/aquaculture activities
 - Number of fishing trips, catch rates/quantity to be processed
 - Technical specifications of boat
 - Technical specifications of infrastructure / machinery, etc
 - Aquaculture – Ponds size, culture period, stocking density, survival rate, weight at harvest, number of floating cages, yield etc.
8. Marketing
 - Marketing and sale operations (attach evidence of market source)
 - Sale price and annual turnover

PTO



9. Financial appraisal
 - Feasibility and profitability of the project
 - Profit/loss statement
 - Cash flow
 - Forecast
 - Financial analysis (NPV, IRR & payback period, etc)
10. Social and environmental impact.
 - Direct beneficiary of the project
 - Roles of women
 - Training issues
 - Environmental impact
11. Photocopy or scanned copy of the National Identity Card of the promoter(s)
12. Others
13. Annexes

} 10 years

NOTES:

- *The technical/financial feasibility will be assessed by the Fisheries Division;*
- *The financial feasibility will be assessed by the DBM for projects financed under its purview or other financing institution; and*
- *The technical and financial feasibility submitted directly to the BOI will be assessed jointly with the Fisheries Division.*
- *Project Proposal to be addressed to:*

A covering letter and the project proposal to be addressed to:

***The Senior Chief Executive
Ministry of Ocean Economy, Marine Resources, Fisheries
& Shipping
(Fisheries Division)
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