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SUSTAINABLE FISHERIES MANAGEMENT PROJECT (SFMP)

Identification of Fish Processors Group



2017

THE
UNIVERSITY
OF RHODE ISLAND
GRADUATE SCHOOL
OF OCEANOGRAPHY



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Cover photo: Group pictures of some fish processors association in the Central Region.
(**Credit:** Development Action Association)

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SNV:	http://www.snvworld.org/en/countries/ghana

ACRONYMS

CCM	Centre for Coastal Management
CEWEFIA	Central and Western Region Fishmongers Improvement Association
CRC	Coastal Resource Center
CSLP	Coastal Sustainable Landscape Project
DAA	Development Action Association
DFAS	Department of Fisheries and Aquatic Science
DMFS	Department of Marine Fisheries Sciences
DQF	Daasgift Quality Foundation
FtF	Feed the Future
GIFA	Ghana Inshore Fishermen's Association
GIS	Geographic Information System
GNCFC	Ghana National Canoe Fishermen's Council
HM	Hen Mpoano
ICFG	Integrated Coastal and Fisheries Governance
MESTI	Ministry of Environment Science and Technology
MOFAD	Ministry of Fisheries and Aquaculture Development
NDPC	National Development Planning Commission
NGOs	Non-Governmental Organizations
SFMP	Sustainable Fisheries Management Project
SMEs	Small and Medium Enterprises
SNV	Netherlands Development Organization
SSG	SSG Advisors
STWG	Scientific and Technical Working Group
UCC	University of Cape Coast
URI	University of Rhode Island
USAID	United States Agency for International Development
WARFP	West Africa Regional Fisheries Development Program

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SECTION 1: INTRODUCTION

1.1 Background

Fish processing is the main economic activity for women living in and around the coastal regions in Ghana. The women process fish by salting, frying, freezing, and mainly smoking. Practically all species of fish available in the country can be smoked and it is estimated that 75% of the domestic marine and freshwater catch is smoked.

Due to the homogeneity of their Activities, fish processors form groups or associations to create a support network and strengthen the social cohesion in times of bereavement, delivery and other special occasions

DAA under the Sustainable Fisheries Management Project (SFMP) has identified such groups and in the Central Region of Ghana, primarily in Apam and Winneba. DAA will support and strengthen these groups and build their capacity on hygienic fish handling practices.

1.2 Objective

The objective of this activity is to identify strengthen existing fish processors groups and build their capacity on advocacy and self-reliance.

1.3 Methodology

The methodology for identifying these groups was to administer an interview guide to assess the current status of the groups. The interview guide contained the following questions;

1) History of group formation in these communities.

- Tell us about your group, how it was formed, why it was formed, what has been the successes and challenges?
- Group memberships (Number of people in various groups, who are the members)
- How many groups are in the district you know of?
- Where are these groups located?
- Why were these groups formed?
- How often do they meet and where do they meet?
- What are some of the challenges the groups face?
- Success stories. Which of the groups have stayed longest and how was the group run?
- The way forward.

2) Group formation and strengthening

- How do we form these groups?
- What must we take into consideration to enable the formation of these groups? (Location, meeting time, leadership etc.)
- What must we take into consideration to ensure that these groups are dependable and last beyond the project?
- Training needs

3) What are some of the challenges to be anticipated in forming the groups?

4) What are the roles of respective stakeholders to strengthening these groups?

SECTION 2: NEW PROCESSORS GROUPS IDENTIFIED

DAA) recognized and identified various fish processing groups in both Apam and Winneba, all in the Central Region. Some of the groups are dormant and hardly meet for.

2.1 Apam

Two (2) fish processor groups were identified in Apam in the Central region. These were the Apam Fish Processor Association and the Onyame Nstedee Odasanyi Groups. DAA supported the groups to hold regular bi-weekly meetings, and elect five (5) executives (i.e. the president, vice president, secretary, treasurer and organizer).



Figure 1. A group picture of some members of the Apam Fish Processors Association in Apam in the Gomoa West District Assembly in the Central Region.

The groups have had their capacities developed through their participation in various project dialogue meetings, training on business development, financial literacy and hygienic fish handling.



Figure 2. A group picture of some members of the Onyame Nstedee Odasanyi Fish Processors Association in Apam in the Gomoa West District Assembly in the Central Region.

2.2 Winneba

Five (5) fish processors associations were identified in Winneba and its surrounding communities in the Efutu Municipal Assembly. DAA played a critical role in revamping the activities of these fish processing groups which had almost collapsed through series of engagements to identify existing fish processors groups. These groups are Osimpam Fish Processors Association, Anonmansa Fish Processors Association, Osakem Fish Processors Association all in the Winneba Township and Norvishie Fish Mongers Association, Bofo Yena Fish Processors Association in Akosua Village and Warabeba, suburbs of Winneba.

DAA has recruited and trained seven (7) community liaisons to support the leadership of the groups and to help mobilize members to participate in activities organized by DAA in the communities. The capacity of these community liaisons will be developed to enable them provide better support to the groups.



Figure 3. A group picture of some members of the Boafo Yena Processors Association in Warabeba, a suburb of Winneba in the Efutu Municipal Assembly in the Central Region.



Figure 4. Some members of the Osimpam Fish Processors Association in Winneba during a capacity building training on Hygienic fish handling training



Figure 5. Members of Bofo Yena Fish Processors Association in Warabeba, a suburb of Winneba in the Efutu Municipal.



Figure 6. Members of Anomansa Fish Processors Association in Winneba in the Efutu Municipal during a hygienic fish handling training.

SECTION 3: CONCLUSION

Under the Sustainable Fisheries Management Project (SFMP), DAA has engaged seven (7) fish processor groups in Apam and Winneba all in the Central Region of Ghana. The groups have been reactivated and assisted to institute structures that will sustain the growth of the groups even after SFMP.

These groups have now developed their constitutions that will guide and regulate the affairs of the associations. DAA has initiated the processes of forming or reactivating other fish processors groups within the Apam and Winneba catchment area.

SECTION 4: APPENDIXES

4.1 group meeting held on 30th june, 2015 at winneba

1ST - group- bofo ye na group

theme: formation and strengthening

main activity: Organization of women group, Needs Assessment and Profiling.

work plan section: 4.8.4

Ir (if any?): 4

date: 30/06/15 time: 9.50 a.m.

venue/location: woara be ba village, winneba

name of group: bofo ye na

name of liaison officer: leticia dampson

participants: see attached list

objective(s):

- Identify and create contact list for group executives
- Profile and catalog database for membership
- To assess the unique needs and design various training packages

The meeting was jointly chaired by DAA and SNV.

The opening prayer was said by the group leader of Bofo Ye Na. The Executive Director of DAA after the prayer took time to introduce to the group members present the team from Accra and the main objective of the meeting was made known.

4.2 Lead Questions for Group Strengthening and Capacity Building

NO.	QUESTIONS	ANSWER	ACTION	REMARKS BY DAA AND SNV LEADERS
1	Why are they at the meeting?	To protect the group	-	-
2.	Why the Bofo Ye na group was formed	To help each other as and when the need arises. Helping in funeral activities, naming ceremonies etc.	-	DAA team added that the group is also there to help in advocacy issues and also for women empowerment. They were told that DAA and SNV is not there

NO.	QUESTIONS	ANSWER	ACTION	REMARKS BY DAA AND SNV LEADERS
				to give money but to help the group to be strong in the fish processing business.
3.	How old is Boafu Ye Na group?	They said the group has been in existence for the past 15 years.	-	-
4.	No. of people in the group	38	-	
5.	What is your group membership based on?	Group membership is based on character.	-	
6.	Who is the leader of the group	Leader is the queen mother of Woara Be ba.	-	They were made to know that the group is not for one person.
7.	Do the group have Executives	Yes. It is made up of President, Vice President, Secretary, Treasurer and Organizer.	-	The executive was asked to stand for affirmation by all members present at the meeting. The answer yes by adding that they elected the 5 women to lead the group
8.	Do the group have Rules and Regulations	Yes, but not documented.	The executive were asked to meet and document their rules and regulation for inspection by the SNV and DAA team.	<p>They were told that, even there are laws that govern the sea, and that is the reason why the group will need laws to govern the group's activities.</p> <p>The team is there is strengthened the group so that it will benefit all the members.</p> <p>The leaders must ensure transparency, honesty and share</p>

NO.	QUESTIONS	ANSWER	ACTION	REMARKS BY DAA AND SNV LEADERS
				information whenever they go out for workshops and meetings.
9.	Do you get enough fish from the sea for processing?	No. because the fish are small and the reason they gave was as a result of the unapproved method used in fishing by the fishermen such as DDT, Light, Mosquitoes nets, no. of fishermen have increased and said it has resulted in poverty and child labour and trafficking	-	
10.	How many people live in Woara be ba Village.	Over Thousand (1,000).	-	Do you know that about 130,000 people are located on the coastal line that depends on the sea for their livelihood?
11.	How do we protect the sea?	The response was that, it is the responsibility of all to protect the sea.	-	There was an emphasis by the team that the SFMP goal is protect the sea, so that there will be enough fish to be processed and money will be in the pocket of the processors.
12.	Who were the people to settle at Woara be ba village?	The first people to settle Woara be ba was people from Winneba town then others from Mankoadze, Volta, Big Ada etc. also joined.	-	The coordinator thanked them for the response and proceeded to the next question.

NO.	QUESTIONS	ANSWER	ACTION	REMARKS BY DAA AND SNV LEADERS
13.	What kind of fish processing are you engaged in?	Smoking, frying, Mononi or salted fish.	-	-
14.	Where do you market the fish after the processing?	Agbobloshie in Accra, Kasoa, Swedru, Mankessing, Togo, Nsawam and many more. Asked why Togo, they said the Mononi or salted is bought by traders who come from Togo to the village to do business with them.		It was brought to the teams knowledge that the kind of fish the fishermen brought to shore on a particular day depends on the process the women will go into at the Woara be ba village.
15.	How do you processed the Momoni or salted fish?	It is dry in the sand because there is a lot of salt in the sand to help with the preservation.	-	-
16.	Do you have smoking stoves in your homes?	Yes, we have kokow, chorkor smoker and the block type for smoking.	-	The team got to know that, the fish processors in Woara be ba use the chorkor smoker than any other stove.
17.	Do you have problems with the smoking stoves you currently use?	Yes, the problem is that the smokes enter our eyes direct and frequent burning of the wood used in building smoker.	-	-
18.	Who build the stove for you?	Husband, women themselves and hiring of people to do it for a fee of GH¢20-50.	-	

NO.	QUESTIONS	ANSWER	ACTION	REMARKS BY DAA AND SNV LEADERS
19.	Can you identified if a fisherman uses an unapproved method to catch fish?	The answer was a big yes.	-	
20.	What are your needs in the fish processing business?	We need the following: mesh wire, wawa board, carrying bowls, basket for washing the fish, big rubber drums for processing the fish to avoid contact with the sand, well-constructed shed that can take care of the wind during smoking of fish, need a good stove to help control the smoke.	DAA/SNV partners	DAA, SNV and SFMP will see what they can do about it.
21.	Do you need any training in your processing business?	The answer was yes by all present	DAA/SNV	
22.	When do you have your group meetings?	Tuesday, but during the fishing seasons we meet every two weeks at 2.00 p.m.	The executive lead the meeting session.	
23.	What are some of the issues you discussed at your meetings?	Meeting most of the time is centered on the decline of fish, and the big fish that is normally taken out by the fishermen before selling the smaller fishes to the processors.		It was also brought to light that, they do not entertain fishermen who use light in fishing and said when they are caught in the act, they arrest them.
24.	Where do you children attend school?	They attend Government school in a nearby village called Esuakyir.		

NO.	QUESTIONS	ANSWER	ACTION	REMARKS BY DAA AND SNV LEADERS
25.	How many Beach scene is found in Woara be ba?	There are eight (8) beach scene in Woara be ba.		
26.	How do you raise funds for the group's activities?	It is determine as and when there is an issue or programme to attend by all members.		They were advised by the team to as part of their rules and regulation come out with a specific amount if possible to help the group in its activities.

They were advised to come out with their own flexible rules and regulation that will govern the group's activities.

The Executive Director of DAA echoed to members that, Boafu **Ye Na** group is not a political party group and urged members not to wear political party T' shirts to meetings.

They were also advised by the team to include the youth in the group meetings. The meeting was interspersed with music and drumming by the only male in the group.

They were informed that SNV, DAA and SFMP will come to the community and build improved stove for demonstration and will be given out on request by each member, after a feedback has been solicited from the users in the various communities. They were also happy to hear that SFMP will bear half of the total cost of the new improved stove that will be built.

They were asked to look for 2 carpenters and 2 masons to help in the building of the new improved stove. They were also informed that the SNV Officer will call the leaders of the groups for the names of the carpenters and masons, since they will have to go through training before they can start building the new improved stoves for the demonstration.

They were also asked to write the names of the executives and members in an attendance book handed over to them by the Executive Director of DAA as part of strengthening activity of the group.

The SNV officer at the meeting asked of the color of T' shirt they will like to have for their regular meetings and the answer was Lemon Green color.

Greetings by group members: Boafu

Response: Boafu Ye Na.

Closing prayer was said by one of the group members.

The meeting ended at 11.45 a.m. with a group photograph and snack was served.

4.3 group meeting held on 30th june, 2015 at winneba 2nd - group osimpam

THEME: FORMATION AND STRENGTHENING

MAIN ACTIVITY: Organization of women group, Needs Assessment and Profiling.

WORK PLAN SECTION: 4.8.4

I R (if any?): 4

DATE: 30/06/15

TIME: 12.35 p.m.

VENUE/LOCATION: WINNEBA

NAME OF GROUP: OSIMPAM

NAME OF LIAISON OFFICER: LETICIA DAMPSON

PARTICIPANTS: See Attached List

OBJECTIVE(S):

- Identify and create contact list for group executives
- Profile and catalog database for membership
- To assess the unique needs and design various training packages

The meeting was jointly chaired by DAA and SNV.

The opening prayer was said by Leticia Dampson a group member of Osimpam. The Executive Director of DAA after the prayer took time to introduce to the group members the team from Accra that is DAA and SNV and the main objective of the meeting was made known.

The table below shows the various questions asked by DAA and SNV and the responses given by the group members

NO.	QUESTIONS	ANSWER	ACTION	REMARKS BY DAA AND SNU LEADERS
1	Purpose of meeting as a group	Because they want to be united in the work they are doing. They also said the group ensures the well-being of each member.	-	-
2.	Why the Osimpam group was formed	Group was formed by their great grand mothers who were into fish processing. And said it is there to advocate on issues in the fish processing business and for socialization.	-	DAA team added that the group is also there to help in advocacy issues and also for women empowerment. They were told that DAA and SNV is not there to give money but to help the group to be strong in the fish

				processing business.
3.	How old is Osimpam group?	They were not able to tell the years the group has been in existence, but said it was formed by their great grandmothers.	-	-
4.	No. of people in the group	65	-	It came to light that not all the 65 people are regular at their meetings.
5.	What is your group membership based on?	Group membership is based who is prepared to join and the person behavior in the community as a fish processor.	-	
6.	Who is the leader of the group	The leader of the group is the Konko Hema of Winneba.	-	They were made to know that the group is not for one person, so during their election they must be mindful of the executive they are electing.
7.	Do the group have Executives	Though they said yes, they were not sure of the current leaders they have in place	They were asked by the team to meet as a group, elect and document the names of the group executives. The executive should be between 5-7 members.	The executive were asked to stand for affirmation by all members present at the meeting, but those who stood as group executives were not sure of the position they are holding.
8.	Do the group have Rules and Regulations	Yes, but very few and not documented.	The executive were asked to meet and document their rules and regulation for inspection by the SNV and DAA team.	They were told that, even there are laws that govern the sea, and that is the reason why the group will need laws to govern the group's activities. The team is there is strengthened the group so that it will

				<p>benefit all the members.</p> <p>The leaders must ensure transparency, honesty and share information whenever they go out for workshops and meetings.</p>
9.	Do you get enough fish from the sea for processing?	No. because the fish are small and the reason they gave was as a result of the unapproved method used in fishing by the fishermen such as DDT, Light, Mosquitoe nets, no. of fishermen have increased .	-	<p>It came to light that in Winneba their main problem is the light fishing by the fishermen.</p> <p>The asked the team to see those in the hem of affairs in the country to come in and help with the light fishing in Winneba.</p>
11.	How do we protect the sea?	The response was that, it is the responsibility of all to protect the sea.	-	There was an emphasis by the team that the SFMP goal is protect the sea, so that there will be enough fish to be processed and money will be in the pocket of the processors.
13.	What kind of fish processing are you engaged in?	Smoking, frying, Mononi or salted fish.	-	-
14.	Where do you market the fish after the processing?	Swedru, Asaman, Bawjiase, Kade, Adeiso, Kumasi, Agbobloshie, Kaneshie and Koforidua.	-	-
15.	How do you processed the Momoni or salted fish?	Salt is used in processing the momoni or salted fish in a rubber drum. The processing takes 3 days and after that it is dry with the use of a rubber.	-	It came to light here that if the momoni processing is not done well, it develops into worms.

16.	Do you have smoking stoves in your homes?	Yes, we have kokow, chorkor smoker and the block type for smoking.	-	The team got to know that, the fish processors in Woara be ba use the chorkor smoker than any other stove.
17.	Do you have problems with the smoking stoves you currently use?	Yes, but the challenge is the excess smoke that has direct access to the eye.	-	Though the chorkor smoker is used by most of the women. The smoke is their major challenge. They will be glad is the smoker is improved upon
18.	Who build the stove for you?	Husband and most of the time too, we hire people to build the smoker at a cost of GH¢20.00	-	
19.	Do you at times hire stoves to smoke your fish?	Yes, but at a cost of gh¢4.00 per day.		
20.	Can you identified if a fisherman uses an unapproved method to catch fish?	The answer was a big yes.	-	
21.	When you don't get fish at Winneba, what do you do?	We go to Tema Harbour to buy fish for processing from the cold stores		It was detected that, when there is limited fish in Winneba, they go as far as Tema Harbour to buy the cold store fish for processing since that is the only business they do to make a living.
22.	What are your needs in the fish processing business?	We need the following: mesh wire, wawa board, carrying bowls, basket for washing the fish, big rubber drums for processing the momoni and we need a good stove to help control the smoke.	DAA/SNV partners	DAA, SNV and SFMP will see what they can do about it.
23.	Do you need any training in your	The answer was yes by all present	DAA/SNV	

	processing business?			
24.	Where do you get the clay for building the smoker?	We hire tracks to go for them at a cost of gh¢100.00 from nearby villages.	-	
25.	How many stoves can one track of clay build?	It can build 5 stoves	-	
26.	Where do you get your wood fuel for processing the fish from the sea?	It is gotten from Oda and its surrounding villages.		
27.	What kinds of wood fuel do you normally use for smoking the fish?	We use Osan, Ogyiba, Ankyi and at times the mangrove.		It was detected that the mangrove when used for smoking helps to make the fish beautiful and also make the market demand very high.
28.	When do you have your group meetings?	Tuesday, but during the fishing seasons we meet once in the month at 4.00 p.m.	The executive lead the meeting session.	

They were advised to come out with their own flexible rules and regulation that will govern the group's activities.

The Executive Director of DAA echoed to members that, Osimpam group is not in existence for political and religious reasons. The Director of DAA

urged members not to wear political party T' shirts to meetings.

They were also advised by the team to include the youth in the group meetings. The meeting was interspersed with music by the women.

They were informed that SFMP, SNV and DAA will come to the community and build improved stove for demonstration and will be given out on request by each member, after a feedback has been solicited from the users in the various communities. They were also happy to hear that SFMP will bear half of the total cost of the new improved stove that will be built.

They were asked to look for 2 carpenters and 2 masons to help in the building of the new improved stove. They were also informed that the SNV Officer will call the leaders of the groups for the names of the carpenters and masons, since they will have to go through training before they can start building the new improved stoves for the demonstration.

They were also asked to write the names of the executives and members in an attendance book handed over to them by the Executive Director of DAA as part of strengthening activity of the group.

The SNV officer at the meeting asked of the colour of T' shirt they will like to have for their regular meetings and the answer was "Yellow color"

Greetings by group members: Osimpam!

Response: Odebi Kesi

Closing prayer was said by one of the group members.

The meeting ended at 2.30 p.m. with a group photograph and snack pack was given out to all present.

4.4 Group - Novisi Akosua Village, Winneba

Theme: formation and strengthening

Main activity: organization of women group, needs assessment and profiling.

Work plan section: 4.8.4

Ir (if any?): 4

date: 30/06/15 Time: 3.15 p.m.

Venue/location: akosua village, winneba

Name of group: novisi

Name of liaison officer: leticia dampson

Participants: see attached list

OBJECTIVE(S):

- Identify and create contact list for group executives
- Profile and catalog database for membership
- To assess the unique needs and design various training packages

The meeting was jointly chaired by DAA and SNV.

The opening prayer was said by the group leader of Novisi. The Executive Director of DAA after the prayer took time to introduce to the group members the team from Accra that is DAA and SNV staff and the main objective of the meeting was made known.

The table below shows the various questions asked by DAA and SNV and the responses given by the group members:

NO.	QUESTIONS	ANSWER	ACTION	REMARKS BY DAA AND SNU LEADERS
1	Purpose of meeting as a group	They formed the group for socialization purpose. They also said the group ensures the well-being of each member.	-	They informed that they group is also there to help protect the sea for it to yield a lot of fish for processing and also to help sustain their families.

2.	Why the Novisi group was formed	And said it is there to advocate on issues in the fish processing business and for socialization.	-	DAA team added that the group is also there to help in advocacy issues and also for women empowerment. They were told that DAA and SNV is not there to give money but to strengthen, help in the advocate for restocking of fish and to protect the sea.
3.	How old is Novisi group?	It has been in existence for a long time and it is now in the second generation.	-	The team got to know that, they have a cloth they use for their programs.
4.	No. of people in the group	27	-	It came to light that, out of the 27 people, 17 are regular at group meetings.
5.	What is your group membership based on?	Group membership is based who is prepared to join and the person behavior in the community as a fish processor.	-	Interaction showed that, only women in the fish processing business can be members of the Novisi group.
6.	Who is the leader of the group	The leader of the group is the Konko Hema of Winneba.	-	They were made to know that the group is not for one person, so during their election they must be mindful of the executive they are electing.
7.	What benefit do group members get?	They help the sick and also when a member is bereaved they contribute monies to help with the funeral ceremony.		
8.	Who were the people to settle at Akosua Village in Winneba?	They are people from Keta in the Volta Region of Ghana.		

9.	Do the group have Executives	Though they said yes, but we realized they have only the leader and the secretary.	They were asked by the team to meet as a group, elect and document the names of the group executives. The executive should be 3-5 members.	DAA and SNV will visit the group to check whether, they have done the election and documented the names of the executives.
10.	Do the group have Rules and Regulations	Yes, but very few and not documented.	The executive were asked to meet and document their rules and regulation for inspection by the SNV and DAA team.	<p>They were told that, even there are laws that govern the sea, and that is the reason why the group will need laws to govern the group's activities.</p> <p>The team is there is strengthened the group so that it will benefit all the members.</p> <p>The leaders must ensure transparency, honesty and share information whenever they go out for workshops and meetings.</p>
11.	Do you g-et enough fish from the sea for processing?	No. because the fish are small and the reason they gave was as a result of the unapproved method used in fishing by the fishermen such as DDT, Light, Mosquitoe nets, no. of fishermen have increased.	-	It came to light that in Winneba their main problem is the light fishing by the fishermen and pleaded with the project to eradicate the problem.

12.	How do we protect the sea?	The response was that, it is the responsibility of all to protect the sea.	-	There was an emphasis by the team that the SFMP goal is protect the sea, so that there will be enough fish to be processed and money will be in the pocket of the processors.
13.	What kind of fish processing are you engaged in?	Smoking, frying and fresh.	-	-
14.	Where do you market the fish after the processing?	Swedru, Tuesday market in Accra, Bawjiase, Agbobloshie and Kaneshie .	-	-
16.	Do you have smoking stoves in your homes?	Yes, we have chorkor smoker and the block type for smoking.	-	It came to light here, that they chorkor smoker is good, but the wood fuel burns very fast.
17.	Do you have problems with the smoking stoves you currently use?	Yes, but the challenge is the excess smoke that has direct access to the eye. Frequent changing of the mesh wire.	-	Though the chorkor smoker is used by most of the women. The smoke is their major challenge. They will be glad if the smoker is improved upon.
18.	Who build the stove for you?	Husband and most of the time too, we hire people to build the smoker at a cost of GH¢20.00	-	It was detected that they find it difficult to get clay for the stoves.
19.	Can you identified if a fisherman uses an unapproved method to catch fish?	The answer was a big yes.	-	The team was informed by the women of Akosua village that, the fishermen do not use light for fishing.
20.	When you don't get fish at Winneba, what do you do?	We go to Tema Harbour to buy fish for processing from the cold stores		It was detected that, when there is limited fish in Winneba, they go as far as Tema Harbour to buy the cold store fish for

				processing since that is the only business they do to make a living.
21.	What are your needs in the fish processing business?	We need the following: mesh wire, tray, Aluminum slat for the shed, carrying bowls, basket for washing the fish, big rubber drums for processing the momoni, Financial support and need a good stove to help control the smoke during processing.	DAA/SNV partners	DAA, SNV and SFMP will see what they can do about it.
22.	Do you need any training in your processing business?	The answer was yes by all present	DAA/SNV	
23.	Where do you get your wood fuel for processing the fish from the sea?	It is gotten from Oda and its surrounding villages.		
24.	What kinds of wood fuel do you normally use for smoking the fish?	We use Osan, Ogyiba, Ankyi and at times the mangrove.		It was detected that the mangrove when used for smoking helps to make the fish beautiful and also make the market demand very high.
25.	When do you have your group meetings?	Tuesday, but during the fishing seasons we meet every 2 weeks at 4.00p.m.	The executive lead the meeting session.	

They made a request to the team to help them with cold storage at the shore so that it can be used to preserve fish, during the fishing season.

They were advised to come out with their own flexible rules and regulation that will govern the group's activities.

The Executive Director of DAA echoed to members that, Novisi group is not in existence for political and religious reasons. The Director of DAA urged members not to wear political party T' shirts to meetings. They were also advised by the team to include the youth in the group meetings. The meeting was interspersed with music by the women.

They were informed that SFMP, SNV and DAA will come to the community and build improved stove for demonstration and will be given out on request by each member, after a feedback has been solicited from the users in the various communities. They were also happy to hear that Sustainable Fisheries Management Project (SFMP) will bear half of the total cost of the new improved stove that will be built.

They were asked to look for 2 carpenters and 2 masons to help in the building of the new improved stove. They were also informed that the SNV Officer will call the leaders of the groups for the names of the carpenters and masons, since they will have to go through training before they can start building the new improved stoves for the demonstration.

They were also asked to write the names of the executives and members in an attendance book handed over to them by the Executive Director of DAA as part of strengthening activity of the group.

The SNV officer at the meeting asked of the colour of T' shirt they will like to have for their regular meetings and the answer was "Sea Blue"

Greetings by group members: Novisi!

Response: MI W) Deka

Closing prayer was said by one of the group members.

The meeting ended at 4.30 p.m. with a group photograph and snack pack was given out to by all present.

4.6 Sample Constitution of Apam Fish Processors Association

APAM FISH PROCESSORS ASSOCIATION

CONSTITUTION

1. PREAMBLE:

During the last meeting of the above group held on 3rd June, 2016 the members resolved that the following shall constitute the bye-laws governing the group.

2. NAME:

The name of the group shall be APAM FISH PROCESSORS ASSOCIATION.

3. AIMS:

The aims of the Group are:

- To educate members on how to invest in business and guarantee for members for members to source credit to finance their business.
-
- To achieve functional meetings of members networks of the Association and hold meetings on regular basis.
- To organize District training workshops on, hygienic standards and traceability, quality and packaging of fishery products.

4. MEMBERSHIP:

Membership of the group shall be open to all adults engaged in fishing business and other fishing related activities.

5. RIGHTS OF MEMBERS:

Every member shall have the right to vote by showing of hands when major decision is to be taken. There shall be one woman - one vote policy during any voting, and the President/Chairman shall have the additional right to vote again when voting is at tie to arrive at a decision.

6. EXECUTIVE:

There shall be five executive members for the association namely the President/Chairperson, Vice President/Chairperson, Secretary, Organizer and Treasurer who shall lead the group.

7. EXECUTIVE TERM OF OFFICE

In Every two years (2) members shall vote to elect new executive members to lead the group. The old executives can also stand for re-election for second term of office.

8. BANK ACCOUNT:

A Bank Account shall be open with the

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9. ACCOUNTABILITY:

The Treasurer shall always show proper book keeping record for all monetary transaction in order that there shall be transparency in the group's finances.

10. LEGAL BINDING

Every member of the group shall be bound by this documents by signature or thumb print

11. DISCIPLINING OF MEMBERS

The Executive Committee (consisting of the President/Chairperson, Secretary and any other executive member) shall bring to order through suspension of members or any other disciplinary measures, a member who is unable to fulfill respective obligations under this constitution or any rules which may be passed from time to time by the executives.

12. MEETING:

Members have agreed to meet every at and pay monthly dues of GH¢..... which is subject to change.

13. ABSENTISM:

If a member of the group absents herself from meeting for a continues of one calendar month without permission, shall be fined Ghana Cedis (GH¢.....) plus her weekly dues.

14. COMING INTO EFFECT:

This constitution shall come into effect upon the signature of ALL members of the association.