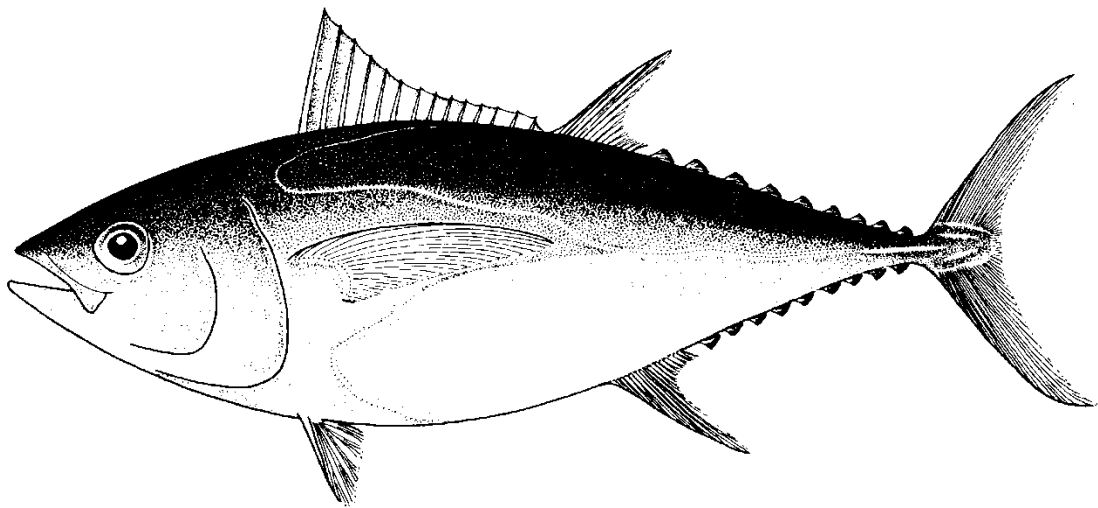


REPORT OF THE NINTH MEETING OF THE TUNA FISHERY DATA COLLECTION COMMITTEE

17–18 March, 2014
Noumea,
New Caledonia



Oceanic Fisheries Programme
Secretariat of the Pacific Community
Noumea, New Caledonia



Forum Fisheries Agency
Honiara
Solomon Islands

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1. PRELIMINARIES

1.1 Appointment of Chairman and Rapporteurs

Mr Timothy Park (Forum Fisheries Agency) was once again elected chairman of the Tuna Fishery Data Collection Committee¹ and Ms Deirdre Brogan was elected vice-chairman. Mr Peter Sharples, Mr Peter Williams and Mr Timothy Lawson were appointed rapporteurs, and Ms Deirdre Brogan was appointed head rapporteur.

1.2 Adoption of Agenda

The agenda was adopted as presented in Appendix 1.

2. REGIONAL DEVELOPMENTS

2.1 Review of new WCPFC CMMs with regard to data collection requirements

The DCC considered the Conservation and Management Measurement Measures (CMMs) that came into force since the last DCC report was published in 2011.

Recent CMMs which will not have any impact on changes to the regional standard data collection purposes were highlighted as;

CMM 2012-04 Protection of Whale Sharks:

- The CMM requires that vessels ensure that all reasonable steps are taken for the safe release of whale sharks and consider the WCPFC guidelines on whale sharks and report any incidents to the flag states. The CMM came into force on Jan 1 2014. The need for new reporting requirements was considered under the observer form section.

CMM 2012-07 Impacts of Fishing on Seabirds:

¹ The Tuna Fishery Data Collection Forms Committee was established at the Ad Hoc Meeting on Tuna Fisheries Data Collection Forms, 11–14 December 1995, Brisbane, Australia (Anonymous, 1996), which was attended by staff of the Forum Fisheries Agency and the South Pacific Commission. The Committee is an internal SPC and FFA committee responsible to the Director of FFA and to the Director of the SPC Marine Resources Division. The second meeting of the Committee was held from 11 to 13 December 1996 in Brisbane, Australia; the third meeting was held from 9 to 10 December 1998 in Brisbane, Australia; and the fourth meeting was held from 6 to 8 December 2000 in Brisbane, Australia. During the fourth meeting, the name was changed to the Tuna Fishery Data Collection Committee. The fifth meeting was held from 2 to 6 December 2002 in Brisbane, Australia and the sixth meeting was held from 16 to 24 November 2004. The seventh meeting was held from 12-16 November 2007 in Brisbane Australia and the eight meeting was held from the 16 to 19 November, Noumea.

- This CMM requires that vessels fishing between 30 S and 23 N employ one of the described seabird mitigation measures, as necessary. The CMM replaces CMM 2007-04 and comes into force 1 July 2014. The need for new reporting requirements was considered under the observer forms section.

The more recent CMMs are:

CMM 2013-04 Implementation of a Unique Vessel Identifier (UVI)

- The CMM requires vessels over 100 gross tons to possess a Unique Vessel Identifier as issued by IMO / FAO. The CMM comes into effect on the 1 January 2016. Reporting requirements were considered across all regional standard forms.

CMM 2013-08 Silky Sharks

- The CMM prohibits vessels from retaining or transshipping, storing or landing any silky sharks. Vessels are also required to release any silky sharks as soon as possible. The CMM comes into effect on the 1 July 2014. Reporting requirements were considered under the observer form and logsheet section.

The discussion also noted that Conservation and Management Measure 2013-09 for Pacific Bluefin tuna was limited to areas north of the 20 degrees latitude and this CMM was therefore not considered by the DCC.

The DCC strongly voiced its concerns about both the text and the contents of the CMMs which they often found to be impractical and without any due consideration for standard fishery operations and at best challenging to interpret and implement and at times unachievable, while noting that inconsistencies between data rules and CMMs exist. The fact that CMMs are written by committees, and modified during what are often highly political WCPFC meetings means the requirements are not always transferrable to the real-world situations.

WCPFC representative informed the DCC that an explanatory handbook on CMMs for observers was currently being drawn up and would be made available. {Post DCC — the 2014 Handbook of Conservation and Management Measures and Resolutions was made available at <http://www.wcpfc.int/doc/2014-cmm-booklet>}

CMM 13-05 on Daily Catch and Effort Reporting outlines the reporting requirements for vessels. After reviewing the paragraph the DCC noted that the language of the CMM seems to suggest that by-catch is best recorded by observers, although there had been a push to have by-catch recorded on the logsheet (FFA Block). However, it explicitly requires vessels to record the key shark species in their daily reporting, and the general opinion was that this was not currently being done by vessels, in contradiction to the CMM requirement.

2.2. PNA requirements

Definition of transiting

DCC reviewed the definition of transiting that was proposed at TCC9 and used by the PNA VDS. In response DCC noted that these definitions were not consistent with the DCC definition of transiting, which can be inferred and explained in DCC8. It noted that the paper ‘WCPFC – TCC9-2013-18 Purse-Seine effort – recent review’ summarises some of developing issues in regards to changes with the definition of the ‘transiting’.

DCC reviewed the TCC9 definition of transiting as the final version of the WCPFC10 report was not available at the time.

Thus the TCC definition for a purse seine day in transit (or a day in transit) that was reviewed by DCC was;

- Transiting from port to the tropical WCFC area (10° north to 10° south)
- Transiting back to port and
- Transiting with gear stowed, that is boom lowered and tied down and net is covered.

In discussion DCC noted that the definition was inconsistent with the application of the term by Pacific Fisheries Regional (PIFRO) and the Inter-American Tropical Tuna Commission (IATTC) observer programmes who record transiting activity when vessels are moving and not actively searching for tuna. The TCC9 definition was also considered to be incompatible with the general use of transit in fisheries assessments to this point.

Subsequent to the DCC9 meeting, the WCPFC10 Summary Report (See page 33, paragraph 224) adopted the TCC9 definition of transiting with some amendments (see below) and the definition was integrated into the provision of data – “Scientific Data to be provided to the Commission” and stated to be consistent with the PNA VDS System and observer reporting:

The current definition for a purse seine day in transit (‘a day in transit’) should only cover the following cases:

- Transiting from port to the tropical WCPFC area (10°N -10°S); or
- Transiting back to port; or
- Transiting from one fishing zone to another in the Convention Area.

Where vessels are transiting as described above, the conditions of transit are that the gear is stowed, with the boom lowered and tied down, and the net covered.”** Footnote:

**Subject to any further clarification.”

3. REVIEW OF CATCH AND EFFORT LOGSHEETS

3.1 General

Time records

Obtaining standard time reporting across all logsheets remains a challenge. It is important that the time standards being used by the vessel is known so that the records can eventually linked to other sources of catch and effort data like observer and VMS data as well as scientific studies. The UTC time standard was introduced onto the regional catch and effort logsheets at the first DCC meeting and while this has mostly been successful some fleets continue to report in other time standards, Mr. PGW either in local time or more confusingly home port. It is likely that the development of e-logs will improve reporting in this area, however DCC recommended that a move to ‘nautical time’ reporting should be introduced to move vessels away from home port time reporting.

Unique vessel identifier

One of the more recent CMMs ‘2013-04 Implementation of a Unique Vessel Identifier’ requires vessels over 100 GT to possess a Unique Vessel Identifier (UVI) as issued by the International Marine Organisation (IMO) / by Lloyd’s Register (LR) before January 1, 2016. In preparation for this the WCPFC Identification Number will be removed from all logsheets and the data field converted to UVI number added.

ISO 8601 standard for date and time

The DCC endeavours, whenever possible, to use internationally recognised data standards (i.e. FAO's species codes, and the International Organisation for Standards (ISO)'s country codes). For this reason the DCC has decided to adopt the ISO 8601 standard for date and time. Under the ISO 8601 the date and time are ordered from the most to the least significant. Dates are recorded with a fixed number of digits in the following format (YYYY-MM-DD) and must include the leading zeroes, while the separator for dates is the hyphen. For time the 24-hour clock system is used and the separator is a colon.

The date and time of the start of the DCC meeting was 2014-03-17:08:00.

Clarification of the term 'discarded'

The Japanese Fishery Administration communicated between DCCs that the term 'discarded' in the logsheet instructions had caused some issues for one of their vessels during a routine vessel boarding. The basis of the mis-understanding was identified as the Japanese translation of the 2009 version of the form. Consequently, the Japanese Fishery Administration requested a clarification of the English term 'discarded' to improve understanding and improve any subsequent translations of the form.

To meet this request the term 'discarded' was universally replaced by the words 'discarded/released' in all of the form instructions. Additionally, where the logsheet instructions refer specifically to shark catches the term 'discarded/released' was replaced with "discarded or released/struck off (live dead)"

3.2 Longline Logsheet – Expanded Format

Wide-scale adoption

This form was offered as an alternative to the standard longline logsheet format under DCC8 in an effort to assist countries in their endeavours to capture shark catches; and to meet the recommendations of CMM 2010-01 for Sharks that requires countries to report on key shark species in their annual reporting. The form has been widely embraced by the majority of SPC member countries, and is now the most common longline logsheet format in circulation.

Indication for trans-shipments

SPC's Principle Scientist (Data Management), Mr. Peter Williams pointed out that a number of fleets are still not finalising and submitting their logsheets after at-sea trans-shipments. This is most common with DWFN fleets fishing in the eastern part of the WCPO and it causes un-necessary delays in the submission and subsequent processing of the data. In an attempt to rectify the problem a number of clarifications were added to the logsheet form.

1. The word 'transshipment' was added to the bulleted point "Start a new logsheet after full or partial unloadings/trans-shipment"
2. The word 'trans-shipment' was added to the data field 'Place of unloading/trans-shipment'.
3. The word 'transshipment' was added to the data field 'Date and time of unloading/trans-shipment'.

4. The phase ‘and destination when transshipping at sea’ was added to the data field ‘Name of agent in Port of Unloading or Name of Carrier Vessel.’

The DCC recommended that the Technical and Compliance Committee (TCC) audit DWFN countries to ensure that the definition of the logsheet trip “from each partial/ full unloading or trans-shipments the next partial/full unloading or trans-shipment” is respected by their CNM and members. Currently a number of logsheet reports are for port to port only, or limited to the time spent in-zone.

3.3 Longline logsheet

Apply the changes described for the longline logsheet - expanded format

In addition to the general logsheet changes the modifications described for the longline logsheet-expanded format (i.e. *clarification of the term discarded and indications for trans-shipments*) will be applied to the standard longline logsheet.

3.4 Shark longline logsheet

Maintenance of the form

The DCC questioned the maintenance of this form by the DCC, noting that CMM 2013-08 and 2011-14 prohibited catches of oceanic white-tip and silky shark and both of these sharks are major component of the catches of vessels targeting sharks around the region. The committee agreed to continue to support these forms with some changes until such time as member countries showed they were no longer licensing shark targeting longliners.

New category - CMM

Recognising that certain takes of sharks are now prohibited by particular CMMs (CMM 2011-14 of Oceanic White-tip and CMM 2013-08 for Silky Sharks) a new category of catch was created. In addition to the ‘target catch’ and ‘bycatch’ catch categories a new grouping ‘CMM’ was added to the logsheet, and the shark species oceanic white-tip (*Carcharhinus longimanus*) and the silky shark (*Carcharhinus falciformis*) were listed for this group.

3.6 Purse-seine logsheet

There were no proposals for changes beyond the general logsheet changes.

3.5 Pole-and-line logsheet

There were no proposals for changes beyond the general logsheet changes.

3.7 Handline logsheet

There were no proposals for changes beyond the general logsheet changes.

3.8 Troll logsheet

There were no proposals for changes beyond the general logsheet changes.

3.9 Longline logbook

There were no proposals for changes beyond the general logsheet changes.

4. OBSERVER PROGRAMMES

4.1 Review of observer forms

GENERAL

ISO 8601 standard for date and time

Similar to the decisions outlined under the logsheet and unloading form changes the DCC decision to implement the ISO 8601 standard for date and time. Under the ISO 8601 the date and time are ordered from the most to the least significant. Dates are recorded with a fixed number of digits in the following format (YYYY-MM-DD) and must include the leading zeroes, while the separator for time is the hyphen. For time the 24-hour clock system is used and the separator is a colon. Z can be used after the time to indicate that is UTC time (i.e. the Zero Meridian).

Observer Programme

Whenever possible, the observer forms use existing data standards like the FAO standard for species codes. Standards issued by the International Standards Organisation (ISO) are also used. Observers deployed by national observer programmes should use the ISO standard for country codes along with the acronym 'OB' to denote observer programme. (Example: SB + OB is SBOB for the Solomon Island Observer Programme)

LONGLINE OBSERVER FORMS

FORM LL-1 • LONGLINE OBSERVER GENERAL INFORMATION

Modifications

- The formatting of the 'VMS system' data fields were modified, however there is no change in the type of information the observers need to record.
- The usage data field aligned with the VMS system has been cleared of the MTU (mobile transceiver unit) terminology and observers are now asked to record the usage for all VMS systems.
- The 'waste disposal' data field has been edited and the wording now reads 'waste disposal system'. This clarification of the wording encourages observers to report on all aspects of the vessel's waste disposal system whether it is to do with regular waste, gear or offal disposal. The intention is to

encourage observers to report on any equipment used for processing waste or any onboard procedures for managing it in a certain way.

- A review of the refrigeration systems found that there as a need to clarify the refrigerated sea water and a discrepancy with RSW and Brine.
- The Conservation and Mangement Measure for the implementation of a Unique Vessel Identifier number sets out the WCPFC requirements for vessels to have aquire a UVI, most especially vessels over 100 GRT in the first instance. To cater for this introduction all of the regional standard form have replaced the WIN number request with a record of the UVI.

New

- Taking into account the Conservation and Management Measure 2012-07 (Mitigating Impact of Fishing on Seabirds) and more specifically Annex 1, Specifications, point 5 a new data fields to capture information on weight branch lines have been added. Observers will now be required to indicate if branchline weights are present, the average weight of these branchline weights and the distance of the weights to the branchlines. Observers are also encouraged to describe the details of the weight in their written report.
- The Conservation and Mangement Measure for the implementation of a Unique Vessel Identifier number sets out the WCPFC requirements for vessels to have acquired the said such number, for vessels over 100 GRT in the first instance. To cater for this introduction all of the regional standard tuna data form will replace the request for a WIN vessel identifier with the UVI.

Retired fields

- VMS systems have evolved over time and the current manufactured models of VMS don't always come with a physical seal, so the DCC decided it was appropriate to remove this data field.
- The 'WIN' or the WCPFC Vesel Identification Number does not always appear on vessel's paperwork and has been difficult for observer's to identify at times. Moreover, in the future the WCPFC will put more emphasis on using the 'unique vessel identifier' as the vessel's main identification number. For this reason the decision was made to remove the requirement to record the WIN number. The IRCS (which was in the data field with WIN #) remains.
- In conjunction with the addition of new data fields for refrigeration systems the more open data field to record 'other' types of refrigeration systems has been removed. If an observer sees a storage system not included in the list of refrigeration systems this can be recorded in the journal and the written report.

FORM LL-2/3 • LONGLINE OBSERVER SET AND HAUL INFORMATION

New

Taking into account the Conservation and Management Measure 2012-07 (Mitigating Impact of Fishing on Seabirds) and more specifically its Annex 1 Para 6. 'Management of offal discharge' a new data field to capture whether a vessel has discharged offal during the set or haul was added.

FORM LL-4 • LONGLINE OBSERVER CATCH MONITORING

Modified form

The individual data rows were numbered to help improve the flow of data entry.

Retired data fields

A proposal to remove the blank data field column was accepted as it was understood that special projects don't happen very often and merging the extra space into the comments column would gain space for the average observer trip.

POLE-AND-LINE OBSERVER FORMS

FORM PL-1 • POLE-AND-LINE OBSERVER GENERAL INFORMATION

Modified data fields

It has been found that observer records for 'new' equipment are often tainted by records of equipment that are not especially new or actual advances in technology. While this can be seen as a training issue, the DCC advised that a modification may help with the on-going confusion. A change in wording was proposed {from 'new' to advances in technology'} to help observers re-focus their attention on the type of information that is required.

- The formatting of the 'VMS system' data fields were modified, however there is no change in the type of information the observers need to record.
- The 'usage' data field aligned with the VMS systems has been cleared of the MTU wording (mobile transceiver unit). Observers are now asked to record the usage for all VMS systems.
- The 'waste disposal' data field has been edited and the wording now reads 'waste disposal system'. This clarification of the wording encourages observers to report on all aspects of the vessel's waste disposal system whether it is to do with regular waste, gear or offal disposal. The intention is that observers will now report on any equipment used for processing waste as well as any onboard procedures for managing it.

New

- The Conservation and Management Measure for the implementation of a Unique Vessel Identifier number sets out new WCPFC requirement for vessels to acquire a UVI most especially for vessels over 100 GRT in the first instance. To cater for this introduction all of the regional standard form have replaced the WIN number with the UVI number.
- Low temperature bait wells have been shown to have a significant effect on pole-and-line catches as outlined in the SC6 Paper – *A standardized CPUE analysis of the Japanese distant water skipjack pole-and-line fishery in the WCPO 1972 – 2009 Adam Langley et al.* A new data field has been captured to capture this.

Retired data fields

- Many of the newly manufactured models of VMS don't have a seal, so the DCC decided it was appropriate to remove this data field.
- The WIN number or WCPFC Identification Number does not always appear on vessel's paperwork. Additionally in the future the WCPFC will put more emphasis on requiring vessel to have the IMO / FAO issued Unique Vessel Identifier as a vessel identifier. For this reason observers are no longer required to record the WIN number.

FORM PL-2 • POLE-AND-LINE OBSERVER DAILY LOG

- The data field that cross-checks the use of the GEN-3 forms was modified to be consistent with the style on the other observer forms.

Form PL-3 • POLE-AND-LINE OBSERVER CATCH DETAILS

There were no changes to the PL-3 form other than those described under the general section.

PURSE-SEINE OBSERVER FORMS

FORM PS-1 • PURSE SEINE OBSERVER GENERAL INFORMATION

Modified form

The comments or drawing of well pattern has been removed from the back of the PS-1 page 1 form and have been moved to the front of the PS-1 page 2 form. This facilitates better scanning procedures, as most forms only require single-sided scanning.

Modified data fields

It has been found that observer records for 'new' equipment are often tainted by records of equipment that are not especially new or actual advances in technology. While this can be seen as a training issue, the DCC advised that a modification may help with the on-going confusion. A change in wording was proposed {from 'new' to advances in technology'} to help observers re-focus their attention on the type of information that is required.

- The formatting of the 'VMS system' data fields were modified, however there is no change in the type of information the observers need to record.
- The 'usage' data field aligned with the VMS systems has been cleared of the MTU wording (mobile transceiver unit). Observers are now asked to record the usage for all VMS systems.
- The 'waste disposal' data field has been edited and the wording now reads 'waste disposal system'. This clarification of the wording encourages observers to report on all aspects of the vessel's waste disposal system whether it is to do with regular waste, gear or offal disposal. The intention is that observers will now report on any equipment used for processing waste as well as any onboard procedures for managing it.

- The crew list has been modified by adding more officer positions into the crew list (e.g. translator, helicopter mechanic etc). That said, the list of officers should not be seen as a complete list. If there are other officer positions on-board these can be recorded into the blank data field or down below and other positions can be mentioned in the observer's journal if required.

New

- The Conservation and Management Measure for the implementation of a Unique Vessel Identifier number sets out new WCPFC requirement for vessels to acquire a UVI most especially for vessels over 100 GRT in the first instance. To cater for this introduction all of the regional standard form have replaced the WIN number with the UVI number.

Automatic Identification System (AIS) units emit a unique vessel number that is used to track the vessel, mostly by the vessel owner, but also by compliance personnel. Adding the AIS units under the electronic section and capturing their make and model will improve MCS capacity to survey a full range of AIS units; as currently a number of models are not known to Regional Surveillance Operators, making them harder to detect.

An emerging trend of the purse-seine fishery has been the separate brailing of large, live, good quality bigeye and yellowfin for marketing as sashimi grade fish. Observers are asked to circle yes if they see such specialised bailing for live fish on-board.

Retired data fields

The number of buoys, whether GPS or echo sounding buoys can be a useful indicator of fishing effort by purse seiners and in the past observers were asked to collect the number of buoys that were onboard their catcher vessel. However, with the advent of remote sensing and upsurge in sharing these expensive items within code groups it has become harder for observers to calculate the exact number of the buoys that are associated with their catcher vessel. For this reason both of the 'how many' data fields for buoys have been removed.

Many of the newly manufactured models of VMS don't have a seal, so the DCC decided it was appropriate to remove this data field.

The WIN number or WCPFC Identification Number does not always appear on vessel's paperwork. Additionally in the future the WCPFC will put more emphasis on requiring vessel to have the IMO / FAO issued Unique Vessel Identifier as a vessel identifier. For this reason observers are no longer required to record the WIN number.

The well content data fields were removed. The data was not found to be helpful as when analysed it was difficult to capture when the well was available for tuna storage. The DCC advised that it was better if this type of information was captured by the PS-5 form.

Form PS-2 • PURSE- SEINE OBSERVER DAILY LOG

Modified form

The individual data rows were numbered to help improve the flow of data entry.

Retired data fields

At DCC 8 an untitled column was created by the removal of the buoy/payao/FAD numbering columns. The intention was that the blank column could be used for special project labelling etc. After reviewing the use of the blank data field at this DCC a proposal to remove the blank data field was accepted as it was found that special projects don't happen very often and merging the extra space into the comments column would be to beneficial to more standard trips.

FORM PS-3 • PURSE-SEINE OBSERVER SET DETAILS

Modified

The data field “End Brailing” was modified to read “End of Brailing or Sack Onboard”. This clarifies the information to be collected when no brailing occurs.

Clarification

With the publication of CMM 2011-04 for the Oceanic Whitetip and CMM 2013-08 for Silky Shark the two shark species Oceanic Whitetip (*Carcharhinus longimanus* - OCS) and Silky Shark *Carcharhinus falciformis* - FAL are both considered species of special interest (SSI). If any of these sharks are landed on deck their final fate code should reflect their status as an SSIs. Observers are henceforth required to use one of the three fate codes for species of special interest. These are shown on the PS-3 form as DPA – Discarded alive: species of special interest, DPD – Discarded dead: species of special interest, DPU – Discarded condition unknown: species of special interest.

FORM PS-4 • PURSE SEINE OBSERVER LENGTH FREQUENCY

Modified data fields

With time the practicality and value of the different sampling types introduced during DCC8 have been tested and modifications were proposed. It was suggested that three of the sampling types be removed. Essentially the BA sample – ‘bycatch all available species’ was found to be impractical as observers rarely have sufficient time or access to sample all bycatch species before they are removed from the deck. The BS sample– bycatch (select species) was considered a more sensible and sufficient approach to collecting bycatch data. With regards to the BY and LY (see below) sampling types it was considered that these sampling types are not compatible with current understanding of species composition where all of the main three tuna species are required for data analysis.

The sample codes that have been removed are:

- BA – bycatch all available species
- BY – bigeye/yellowfin composition
- LY – only large yellowfin.

Observers can continue to carry out the other sample types {DA – all discards, DT- only discarded tunas and BS – bycatch select species}.

FORM PS-5 • VESSEL LOGSHEET and WELL LOADING RECONCILIATION

Modified form

The individual data rows were numbered to help improve the flow of data entry.

Modified data fields

A new well activity code (CR) has been introduced to capture tuna that has been kept on board only because of the catch retention regulations.

New

A new data field was added to capture, where appropriate, the number(s) of the well that is used to store fish that would have been discarded if there was no WCPFC catch retention rules (i.e any retention of small fish, un-marketable fish, undesirable species).

TROLL OBSERVER FORMS

FORM TR-1 • TROLL OBSERVER GENERAL INFORMATION

There were no changes proposed for the troll observer forms.

FORM TR-2 • TROLL OBSERVER DAILY LOG

There were no changes proposed for the troll observer forms.

FORM TR-3 • TROLL OBSERVER CATCH DETAILS

There were no changes proposed for the troll observer forms.

GENERAL OBSERVER FORMS

FORM GEN-1 • VESSEL AND AIRCRAFT SIGHTINGS AND FISH TRANSFER LOG

Modified form

The individual data rows were numbered quite simply to help with data entry.

Modified fields

Trans-shipment at-sea is illegal; nevertheless in recent years an increasing number of member countries have modified their national legislation to allow longline trans-shipments within their EEZs to facilitate improved economic returns for their licensed fleet. Originally the 'fish transferred' data fields were designed to only capture transfers of fish from fully loaded purse-seiners and not for longliners. In this edition these data fields have been modified to better capture transfers from longliners. More specifically the data field headers for 'mixed' fish (useful for recording purse-seine catches) has been erased and left blank. The blank header can be used to record ALB for longline transfers, or the word 'mixed' can be filled in for any purse-seine or pole-and-line transfers. Additionally, the unit for quantity (either weight or number) needs to be indicated.

The same change was made to the GEN-1 supplementary form, along with the date format in line with the ISO 8601 format.

FORM GEN-2 • SPECIES OF SPECIAL INTEREST

Modified form

The species codes that were at the bottom of the forms have been removed to make more space for essential data fields. These codes will be made available to observers on a separate 'Codes' page.

Modified fields

Considering CMM 2012-04 for the the protection of whale sharks from purse-seine fishing operations the DCC looked at ways of capturing whether vessels were adhering to the WCPFC Handling Guidelines for Whale Sharks. The essence of the discussion was whether an observers' role was to make the decision as to whether the vessel had followed the guidelines or not. In making the decision DCC followed one of the tents of PIRFO (Pacific Island Regional Fisheries Observer) is that observer record the information they observe, but they are not asked to make any judgements on what they have witnessed. For this reason some of the descriptive data fields were expanded and the wording changed to promote better descriptive reporting of the handling of species of special interest by observers.

In summary the descriptive data field that was previously titled 'describe onboard handling' was modified to read 'describe interaction/treatment/ release'. Additionally the data field that was previously titled 'Describe the interaction' was modified to read ' describe interaction and if relevant any treatment and release'. In either case and observer can continue to expand on their description in their journal or trip report.

New

In further support of CMM 2012-04 for the protection of whale sharks a new data field was introduced to capture the first "Time of Observer Sighting" for any species of special interest (SSI). The intention of this data field is to allow analysts decide if the vessel should also have been aware of the presence of the SSI before they made the set.

A complimentary data field "Did the observer sight the SSI before the set?" was also introduced to review compliance with CMM 2012-04. Again, the new data field will act as an indicator to whether the vessel should have been expected to see the SSI before they made the set.

There were no changes to the GEN-2 supplementary form beyond formatting the date so it is compatible with the ISO 8601 format.

Form GEN-3 • VESSEL TRIP REPORT

Modified form

The title of the form was changed from 'Vessel Trip Monitoring Summary' to 'Vessel Trip Report' as it was consistently being referred to with this title by persons not closely associated to observer programme.

A second form page was added to help extend the amount of descriptive information that can be submitted about an incident. This will help senior officers and other officers responsible for dealing with vessel infringements in an immediate manner. In the past the descriptive information was generally confined to the written trip report and access to it was often delayed, or difficult to obtain in a from the observer provider.

Modified data fields

The section for SSIs (species of special interest) includes a bracketed sentence to clarify what marine species constitute SSIs. Since the introduction of CMM 2011-04 and CMM 2013-08 certain shark species (oceanic white tip and the silky shark) are considered to be SSIs, along with whale sharks. The revised bracketed sentence now reads (e.g. Marine mammals, turtles, seabirds or protected sharks).

New

UVI: The Unique Vessel Identifier is being introduced by the WCPFC as the preferred vessel identification number. All vessels over 100 GRT fishing in the WCPFC zone (so most purse-seiners and some larger longliners) will be required to have this number by 1st Jan 2016. It is likely that observers will see this vessel identification number appear on vessel paperwork (licensing certificates etc.) before then. The UVI is issued by the International Maritime Organisation (IMO) or through the Lloyd's Register (LR).

Retired data fields

- The 'WIN' or the WCPFC Vessel Identification Number does not always appear on vessel's paperwork and has at times been difficult for observer's to identify. Moreover, in the future the WCPFC will put more emphasis on using the 'unique vessel identifier' as the vessel's main identification number. For this reason the decision was made to remove the requirement to record the WIN number. The IRCS (which was in the data field with WIN #) has not been removed.

FORM GEN-4 • CONVERSION FACTORS

There were no changes to this form, beyond the introduction of the ISO date and time standard.

FORM GEN-5 • FAD/PAYAO AND FLOATING OBJECT INFORMATION FORM

Modified form

The species codes that were placed at the bottom of the forms have been removed to make more space for data fields. These codes will be made available to observers on a separate 'Codes' page.

New

It is known that of many species of special interest regularly associate with FADs; thus increasing their vulnerability to capture, injury or death. To gather more information about SSI interactions with FADs three new data fields have been introduced. These data fields allow analysts to decide if observers or vessels really get a proper chance to check the presence of an SSI through the elevation of the FAD out of the water. Observers will also indicate if they saw an SSI at the FAD. This may act as an indicator as to whether the vessel had a chance to spot the SSI. In this case, the observer may only respond affirmatively if the FAD has been completely lifted out of the water and the observer had an opportunity to view of all parts of the FAD. Finally observers are asked to indicate if an SSI was trapped in the FAD. The actual data fields that have been added are 'FAD lifted', 'SSI Seen' 'SSI Trapped'.

FORM GEN-6 • POLLUTION REPORT

There were no changes to this form, beyond the introduction of the ISO data and time standard.

SUPPORT OBSERVER FORMS

Some forms are regularly used by observer programmes, but because they are not actually recognized as observer forms they are rarely reviewed by the DCC. A new section for ‘support observer forms’ will be added from this point on.

FORM SUP-1 OBSERVER PLACEMENT MEETING RECORD

The purpose of the Observer Placement Meeting Record is to provide a checklist for the placement officer of things to do during placement. It also offers an area to run through both the vessel and the observer’s rights and responsibilities.

FORM SUP-2 WORKBOOK REFERENCE FORM

The purpose of the Workbook Reference Form is to better capture the labelling, and flow of the observer data trip documents.

FORM SUP-3 TRIP RECONCILIATION FORM

The purpose of the Trip Reconciliation Form is to document all observer travel both before and after the actual observer trip.

FORM SUP-3 ADVANCES and CLAIMS FORM

The purpose of the Advances and Claims Form is to document any pre or post observer payments.

DE-BRIEFING FORMS

Debriefing forms will be upgraded to cater for all DCC9 form change recommendations once the DCC8 report has been published.

5. PORT SAMPLING PROGRAMMES

5.1 Review of port sampling forms

GENERAL

ISO 8601 standard for date and time

Similar to the decisions outlined under the logsheet and unloading form changes the DCC decision to implement the ISO 8601 standard for date and time. Under the ISO 8601 the date and time are ordered

from the most to the least significant. Dates are recorded with a fixed number of digits in the following format (YYYY-MM-DD) and must include the leading zeroes, while the separator for time is the hyphen. For time the 24-hour clock system is used and the separator is a colon. Z can be used after the time to indicate that is UTC time (i.e. the Zero Meridian).

LOGLINE PORT SAMPLING FORM

No changes

No form changes, except for those described under general above.

POLE-AND-LINE PORT SAMPLING FORM

No changes

No form changes, except for those described under general above.

TROLL VESSEL PORT SAMPLING FORM

No form changes, except for those described under general above.

6. UNLOADINGS DATA COLLECTION

6.1 Review of unloading forms.

GENERAL

ISO 8601 standard for date and time

Similar to the decisions outlined under the logsheet and unloading form changes the DCC decision to implement the ISO 8601 standard for date and time. Under the ISO 8601 the date and time are ordered from the most to the least significant. Dates are recorded with a fixed number of digits in the following format (YYYY-MM-DD) and must include the leading zeroes, while the separator for time is the hyphen. For time the 24-hour clock system is used and the separator is a colon. Z can be used after the time to indicate that is UTC time (i.e. the Zero Meridian).

Unique Vessel Identifier

The Unique Vessel Identifier is being introduced by the WCPFC as the preferred vessel identification number. All vessels over 100 GRT fishing in the WCPFC zone (so most purse-seiners and some larger longliners) will be required to have this number by 1st Jan 2016. It is likely that observers will see this vessel identification number appear on vessel paperwork (licensing certificates etc.) before then. The UVI is issued by the International Maritime Organisation (IMO) or through the Lloyd's Register (LR).

PURSE-SEINE UNLOADING FORMS

No form changes, except for those described under general above.

LONGLINE UNLOADING FORM

No form changes, except for those described under general above.

LONGLINE UNLOADING DESTINATION FORM

No form changes, except for those described under general above.

7. ARTISANAL FORMS

The SPC/ FFA Regional Standard Artisanal Data Collection forms were reviewed in March 2013 in Noumea by a number of SPC staff that involved with small-scale fisheries. Notably from the Nearshore Development Section (Michael Sharp and Michel Blanc), from the Fishery Monitoring Section (Tim Lawson and Deirdre Brogan), from the Data Management Section (Colin Millar), from the Ecosystem Monitoring (Ashley Williams) and Lindsay Chapman the Coastal Fisheries Programme Manager. The group reviewed the 2009 artisanal forms and the discussion items are noted below. Subsequent to the meeting the FAD deployment form was developed by Nearshore Development Section and a Vessel Registration. Additionally, there was time to gather comments from participants to the 1st Artisanal Monitoring Workshop, held at SPC in November, 2013.

7.1 Review of artisanal forms.

GENERAL

Forms title

The group reviewed the suitability of the title which was previously the ‘Regional Artisanal Tuna Fishing Logsheet’. Other titles were proposed including ‘nearshore’, ‘small-scale’ and ‘pelagic’ considering that the forms are also useful for artisanal fisheries that target non-tuna species like the deepwater snapper fishery and associated small-scale vessel fisheries. In the end the group agreed that the title should reflect that the forms were DCC forms to be used for vessels targeting tuna.

National level formatting

The group agreed that although the form was a regional design it was possible to change some items so the logsheet was more appropriate on a national level. The number of fishing events per sheet and the units of weight, volume and currency can be confirmed at the national level. This decision should be documented in the national artisanal sampling design document.

VESSEL REGISTRATION FORM

New form

A vessel registration form was developed after the mini-review of the artisanal forms. Loosely based on the long standing registration form used in Vanuatu it allows the possibility of capturing the full effort of the small-scale vessel fleet by enumerating all boats and identifying the active vessels and their normal target fishery. Additionally, to properly monitor the artisanal fishery each vessel needs to be uniquely identified, and while it is possible to set up unique vessel identities around the limits of the sampling programme, having all small-scale vessels identified contributes to basic national fishery indicators. An additional and important aspect of the form is the capture of sea-safety details. In some countries the implementation of a vessel registration form may meet with resistance noting the possibility of the national revenue using the information to a fishers disadvantage.

FAD DEPLOYMENT REGISTER

New form

The FAD deployment form was developed to gather more information about the type of FADs that have been deployed and to properly link these FAD details, including their standardised names and deployment locations, to the catch information. These forms were fully developed by the Nearshore Development Section who support FAD construction and deployment in Pacific Island Countries.

ARTISANAL FISHING ACTIVITY LOG

Header details edits

To improve the relevancy of the header details some data fields were removed (date at start of week and week number) and some new data fields were introduced (year and country code).

Effort Times

New data fields were added to trap the time the data enumerators spent at the landing site assessing the fishing effort

TUNA FISHING LOGSHEET FORM

Name change

The group reviewed the suitability of the title which was previously the 'Regional Artisanal Tuna Fishing Logsheet'. Other titles were proposed including 'nearshore', 'small-scale' and 'pelagic' considering that these forms are also useful for artisanal fisheries that target non-tuna species like the deepwater snapper and capture information on associated non-pelagic fishing events. In the end the group agreed that the title should reflect that the forms were DCC forms to be used for vessels targeting tuna

National level formatting

The group agreed that although the form was a regional design it was possible to change the number of fishing events per sheet and to decide on the units of weight, volume and currency that are used at the national level. This should be noted and written up in the national artisanal design document.

Trip Information

There were no major requests to change the header details of the previous edition of the logsheet, however the opportunity to revise the forms captured a number of proposals.

The first line was re-formatted to include the trip indicator data fields. This helps when a second or subsequent page are filled in for the same trip, as the sampler only has to re-write the top line on any additional pages.

A request to add the return date was accepted as it is known that some vessels return the next calendar day and it can be confusing if not recorded. Generally, this is not necessary and the inclusion of the data field should be reviewed at the next meeting, when there is a better understanding of the fishery.

The vessel's power has been included as an indicator of the vessel's fishing power. For countries that implement the vessel registration process more detailed information on each vessel will be available.

Trip Costs

The Nearshore Development Section requested the addition of individual trip costs to gain a better understanding of the economic benefits of the artisanal fishery. There were no objections to this and all of the requested data fields; for fuel, bait, ice and gear were included. It was decided that the units can be decided at the national level i.e. Australian, American dollar, litres / gallons or either lbs / kilogrammes.

Fishing events

The 2009 form was formatted to be clear and user friendly. This was achieved, but the new layout made it harder to capture multiple fishing events as more than one form had to be filled in for each event. When the artisanal logsheet form was formatted during 2009 it was thought that that multiple fishing events were rare, but it was subsequently found that they are somewhat common. The group decided to go back to the logsheet format similar to that of the seventh DCC, and this will require increasing the size of the logsheet form from an A5 page size to an A4 page. The form identifies different fishing events through a numbering sequence.

The group suggest that the total time for trolling, FAD trolling and open water trolling was trapped. Are you sure this is a separate or mixed fishing event.

Questions

An additional question "For this event did you - use live bait?" was included as a special request from the Cook Islands to assess the success of live bait. There was some resistance to this as it seemed to be specific to the Cook Islands, and 'live bait' may be interpreted as whether the bait was an animate and inanimate object. It was thought that information on other types of bait or lures was not required or useful for data analysis.

Number of hooks

The Nearshore Development Section requested the addition of the number of hooks at the end of each line and this was included without any further queries.

ARTISANAL SAMPLING FORM

Header details

As the fishing logsheet header details were re-designed the sampling form was subsequently reformatted, to link the logsheet form to the sampling form. Additionally, to identify catch from different fishing events a data field was placed above the size data columns to indicate which fishing event the lengths are related to.

8. OTHER BUSINESS

8.1 The future of DCC

The DCC recognised that increasingly e-reporting and e-monitoring will play a role in the capture of fisheries data and that paper copy collection has a limited time-frame. In consideration of these upcoming changes DCC considered what its future role might be. Suggestions included constructing SPC/ FFA data standard templates and listing the data field and e-format to ensure that persons developing such electronic capture devices can submit data in an acceptable and useable format. SPC/DCC's role may be in documenting the e-format of the current data standards. This list can be referred to by e-report providers. A number of new devices are already being developed and there will be a lot of work for the WCPFC data provider importing data if numerous e-formats are developed

DCC considered whether there would also be a role for SPC in reviewing such electronic devices. In any case how observers, boarding officer and other fishery officers will interact with these devices does need to be considered. Some e-products are already available and SPC have been asked to provide lists of data standards. It may not be DCC's role to certify e-products unless WCPFC states this, although an independent role in certification of devices may be a helpful process to undertake. One approach would be to look at how VMS implementation was done and use the process of approving systems. Now all VMS systems are allowed. The certification of systems can take time. DCC's mandate is not to go to countries and develop systems for them. E-reporting is being developed by industry and that will continue.

National and regional IMS systems will also play a role in future e-reporting as they work to integrate and link different data sets.

8.2 Next meeting of the DCC

Normally the next meeting of the DCC – the 10th Data Collection Committee meeting will be held after two years and in March, 2016. However, the exact date of the meeting will be depend on the urgency and requirements for new data formats (new CMMs for instance). The next DCC meeting will be announced in due course and with sufficient notice to all interested participants.

9. CLOSING

The meeting closed to a vigorous round of applause.

APPENDIX 1. DRAFT AGENDA



NINTH MEETING OF THE TUNA FISHERY DATA COLLECTION COMMITTEE

SPC, Noumea

17th - 18th March, 2014

1 PRELIMINARIES

1.1 Appointment of chairman and rapporteurs

1.2 Adoption of the agenda

2 REGIONAL DEVELOPMENTS

2.1 New WCPFC CMMs since DCC8

3 ELECTRONIC REPORTING

4 LOGSHEETS

4.1 General

4.2 Longline logsheet

4.3 Shark longline logsheet

4.4 Pole-and-line logsheet

4.5 Purse seine logsheet

4.6 Handline logsheet

4.7 Troll logsheet

4.8 Longline logbook

4.9 Implementation of DCC logsheets

5 UNLOADING DATA COLLECTION

5.1 Purse-seine unloading forms

5.2 Longline unloading forms

5.3 Trans-shipment monitoring forms

6 OBSERVER TUNA DATA FORMS

6.1 Review of observer forms

7 PORT SAMPLING FORMS

7.1 Review of port sampling forms

8 ARTISANAL TUNA DATA COLLECTION

8.1 Review of artisanal data collection forms

9 Other Business

APPENDIX 2. LIST OF PARTICIPANTS

Forum Fisheries Agency

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APPENDIX 3. IWG3-ROP MINIMUM DATA STANDARDS

Instruction on how to fill in fields

Unless otherwise instructed when entering any field on any observer form, please make sure you;

- print all names fully etc in English, do not abbreviate unless told to do so;
- use the codes where indicated;
- make sure every forms is labelled with at least your name and trip number
- if there is no information available for a field or its not applicable, please place a dash in this field, leaving it blank doesn't tell us if you just forgot to fill it in or if there is no available information
- make sure that all yes /no are circled and that all units of measure are clearly indicated

Table 1. General Vessel and trip information for all vessel types	SPC/FFA collect
VESSEL IDENTIFICATION	
Name of vessel -	Yes
Flag State Registration Number	Yes
International Radio Call Sign	Yes
Vessel Owner/Company	Yes
Hull markings consistent with CMM 2004-03	<u>GEN 3</u>
WIN markings consistent with CMM 2004-03	<u>Gen 3</u>
TRIP INFORMATION	
Date and time of departure from port	Yes
Port of departure	Yes
Date and time of return to port	Yes
Port of return	Yes
OBSERVER INFORMATION	
Observer name	Yes
Nationality of observer	<u>Added</u>
Observer provider -country or organization	<u>Added</u>
Observer's ROP certification number	<u>Deleted</u>
Date, time and location of embarkation	<u>??</u>
Date, time and location of disembarkation	<u>??</u>
CREW INFORMATION	
Name of captain	Yes
Nationality of captain	<u>Yes</u>
Identification document	<u>Added</u>
Name of fishing master	<u>Yes</u>
Nationality of fishing master	<u>Yes</u>
Identification document if any	<u>Added</u>
Total number of Crew	Yes
VESSEL ATTRIBUTES	
Vessel cruising speed	Yes
Vessel fish hold capacity	Yes/No
Freezer Type	Yes
Length (Specify unit)	<u>Added</u>
Gross tonnage (Specify unit)	<u>Added</u>
Engine power (Specify unit)	Yes

VESSEL ELECTRONICS	
Radars	yes
Depth sounder	yes
Global positioning system (GPS)	yes
Track plotter	yes
Weather facsimile	yes
Sea surface temperature (SST) gauge	yes
Sonar	yes
Radio/ Satellite buoys	yes
Doppler current meter	yes
Expendable bathythermograph (XBT)	yes
Satellite communications services (Phone/Fax/Email numbers)	yes
Fishery information services	yes
Vessel monitoring system	yes
Table 2. Long-line information and data	
VESSEL ATTRIBUTES	
Refrigeration Method	yes
GENERAL GEAR ATTRIBUTES	
Mainline material	yes
Mainline length	yes
Mainline diameter	yes
Branch line material(s)	yes
SPECIAL GEAR ATTRIBUTES	
Wire trace	Yes
Mainline hauler	Yes
Branch line hauler	Yes
Line shooter	Yes
Automatic bait thrower	Yes
Automatic branch line attached	Yes
Hook type	Yes
Hook size	Yes
Tori pole	Added
Bird curtain	Added
Weighted branch lines	Added
Blue dyed bait	Added
Underwater setting shoot	Added
Disposal method for offal management	Added
Date and time of start of set	Yes
Latitude and longitude of start of set	Yes
Date and Time of end of set	Yes
Latitude and longitude of end of set	Yes
Total number of baskets or floats	Yes
Number of hooks per basket, or number of hooks between floats	Yes
Total number of hooks used in a set	yes
Line shooter speed	yes
Length of float-line	yes
Distance between branch-lines	yes
Length of branch-lines	yes
Time-depth recorders (TDRs)	yes
Number of light-sticks	yes
Target species	yes
Bait species	yes
Date and time of start of haul	yes
Date and time of end of haul	yes
Total amount of baskets, floats monitored by observer in a single set	Yes

INFORMATION ON CATCH FOR EACH SET	
Hook number, between floats	Yes
Species code	Yes
Length of fish	Yes
Length measurement code	Yes
Gender	Yes
Condition when caught	yes
Fate	yes
Condition when discarded	Yes
Tag recovery information	yes
Table 3. Pole-and-line information and data	
VESSEL ATTRIBUTES	
Vessel fish hold capacity	<u>Added</u>
GEAR ATTRIBUTES	
Automatic poling devices	Yes
INFORMATION ON DAILY ACTIVITIES	
Date and time of start of daily activities	Yes
Time of activity	Yes
Latitude and longitude of activity	Yes
Type of activity	Yes
Numbers of school sighted per day	Yes
BAITFISHING INFORMATION	
Bait species caught	Yes
Bait Species purchased	<u>Added</u>
Estimated weight or quantity of bait caught or used	Yes
SCHOOL INFORMATION	
Method of detection of school	yes
Type of school association	yes
INFORMATION ON CATCH PER SCHOOL FISHED	
Number of crew poling	<u>Yes</u>
Time of start of spraying, chumming and poling	Yes
Time of end of spraying, chumming and poling	Yes
Retained catch, by species	Yes
Discards, by species	Yes
Tag recovery information	Yes
Species code	Yes
Length measurement code	Yes
Length	Yes

Table 4. Purse seine information and data	
VESSEL AND RELATED ATTRIBUTES	
Number of onboard support vessels	Yes
Aircraft Make/Model,/Colour/Call- sign/Registration	
	Yes
GEAR ATTRIBUTES	
Maximum depth of net	yes
Maximum length of net	yes
Net mesh size	yes
Brailer capacity sizes	yes
INFORMATION ON DAILY ACTIVITIES	
Date and time of start of daily activities	yes
Time of activity	yes
Latitude and longitude of activity	yes
Numbers of school sighted per day	yes
SCHOOL INFORMATION	
Method of detection of school	yes
Type of school association	yes
SET INFORMATION	
Observer's record of date and time of start of set	yes
Observers record of date and time of end of set	yes
Vessel's record of date and time of start of set	yes
Retained catch, by species	yes
Discards, by species	yes
Tag recovery information	yes
INFORMATION ON CATCH FOR EACH SET	
Species code	yes
Length measurement code	yes
Length	yes
Table 5. Troll or other fishing information and data	
VESSEL ATTRIBUTES	
As per table 1 - General Vessel and trip information vessel attributes where applicable	
GEAR ATTRIBUTES	
Mechanical Haulers	Yes
Weighing Scales	Yes
Number of lines used	Yes
Refrigeration method	Yes
INFORMATION ON DAILY ACTIVITIES	
Date and time of start of daily activities	Yes

INFORMATION ON DAILY ACTIVITIES	
Date and time of start of daily activities	Yes
Time of activity	Yes
Latitude and longitude of activity	Yes
Type of activity	Yes
Numbers of school sighted per day	Added
INFORMATION ON CATCH FOR EACH OPERATION	
Species code	Yes
Length of fish	Yes
Length measurement code	Yes
Gender if possible	Yes
Condition when caught	Yes
Fate	Yes
Condition if discarded	Yes
Tag recovery information	Yes

Table 6. Species of special interest	
GENERAL INFORMATION	
Type of interaction	Yes
Date and time of interaction	Yes
Latitude and longitude of interaction	Yes
Species code of marine reptile, marine mammal, or seabird.	Yes
LANDED ON DECK	
Length	Yes
Length measurement code	Yes
Gender	Yes
Estimated shark fin weight by species	DFR Added G 3
Estimated shark carcass weight by species	Fate code/length
Condition when landed on deck	Yes
Condition when released	Yes
Tag recovery information	Yes
Tag release information	Yes
INTERACTION WITH VESSEL OR GEAR ONLY	
Vessel's activity during interaction	Yes
Condition observed at start of interaction	Yes
Condition observed at end of interaction	Yes
Description of interaction	Yes
Number of animals sighted	Yes

Table 7 Vessels & Aircraft Sightings
VESSELS & AIRCRAFT SIGHTINGS

UTC Date & Time of sighting	Yes
Observers Vessel latitude and longitude position	Yes
Where possible sighted Vessel or Aircraft Name	Yes
Where possible sighted Vessel or Aircraft Call sign	Yes
Flag of sighted vessel if possible	Yes
Other vessel markings	Yes
Type of Vessel (i.e. Purse-seine - Long line, etc.)	Yes
Compass bearing from observers vessels to sighted vessel	Yes
Estimated distance from observers vessels to sighted vessel	Yes
Activity of sighted vessel i.e. Fishing, drifting, Steaming etc	Yes
Comments-.	Yes

Observer Trip Monitoring Report Summary
Observer Name & Trip ID
Observer Provider/Programme:
Name of Vessel:
Vessel Call sign:
Vessel Gear Type:
Coastal State license, when applicable:
Vessel certificate or registration
WCPFC Authorisation: (Boarding vessel)
Nationality of any boarding vessel * note this field is only to be used when a boarding is made by an inspection vessel

Did the vessel do any of the following: (indicate YES or NO; for any YES response, please provide additional explanation and information in space that will be provided below)

inaccurately record vessel positions on vessel log sheet for sets, hauling and catch;	Yes No	a)
inaccurately record retained 'Target Species' in the vessel logs;	Yes No	d)
inaccurately record 'Target Species' discards;	Yes No	d)
inaccurately record retained By catch species	Yes No	e)
inaccurately record By catch species discards;	Yes No	e)
record species inaccurately	Yes No	f)
interact with non target species:	Yes No	g)
high grade the catch;	Yes No	r)
fail to comply with any Commission Conservation and Management measure; CMMs	Yes No	New
fish in areas where it is not permitted to fish;	Yes No	b)
fail to report vessel position to countries, where required, when entering and leaving an EEZ (crossing to or from an EEZ into or out of the High Seas);	Yes No	s)
transfer or tranship fish from, or to, another vessel	Yes No	m)
request that an event not be reported by the observer;	Yes No	n)
Did the operator or any crew member assault, obstruct, resist, delay, refuse boarding to, intimidate or interfere with observers in the performance of their duties.	Yes No	p)
Did the operator fail to provide the observer, while on board the vessel, at no expense to the observer or the observer's government, with food, accommodation and medical facilities of a reasonable standard equivalent to those normally available to an officer on board the vessel.	Yes No	q)
use a fishing method other than the method the vessel was designed or licensed;	Yes No	h)
lose any fishing gear;	Yes No	New
abandon any gear;	Yes No	New

APPENDIX 4. SPC / FFA REGIONAL LOGSHEETS AND LOGBOOK

- 1. Longline Logsheet**
- 2. Longline Logsheet – Expanded Format**
- 3. Shark Longline Logsheet**
- 4. Pole-and-Line Logsheet**
- 5. Purse-Seine Logsheet**
- 6. Handline Logsheet**
- 7. Troll Logsheet**
- 8. Longline Logbook**

[illegible][illegible]

SPC / FFA REGIONAL LONGLINE LOGSHEET INSTRUCTIONS

(NEW: **Nautical time** is the vessel's time related to its longitude position. Nautical time zones change with every 15 ° of longitude).

Block One: Vessel Identification and Trip Information

Country of Registration and Registration Number in Country of Registration: Print the name of the country in which the vessel is registered (e.g. "Japan") and the registration number issued by the country in which the vessel is registered (e.g. "ME1-808").

FFA Vessel Register Number: Print the number issued by the Forum Fisheries Agency for inclusion of the vessel on the FFA Regional Register (e.g. "12345"). Unique Vessel Identifier: Print the vessel's UVI number.

Fishing Permit or Licence Number(s): If the vessel fished under one or more bilateral access agreements, then print the fishing permit number issued by each of the coastal states in whose waters the vessel fished during the trip. If the vessel fished under a multilateral treaty, then print the fishing permit number issued to the vessel under the multilateral treaty. If the vessel is registered in the coastal state, then print the fishing licence number issued by the coastal state.

Name of Agent in Port of Unloading: Print the name of the agency or agencies which represented the vessel in the port or ports in which the vessel unloaded the catch recorded on the logsheet. In case of trans-shipment at sea, print the name of the carrier and destination of the unloaded catch.

Year and Trip Number This Year: Print the year in which the vessel departed from port at the start of the trip and the number of trips the vessel has taken this year (including this trip). The start of a trip is defined to occur when a vessel transits to a fishing area after unloading part or all of the catch, regardless of whether the unloading took place in port or at sea. The end of a trip is defined to occur when a vessel unloads part or all of the catch, regardless of whether the unloading took place in port or at sea.

Place of Unloading/Transshipment: Specify the name of the port where the catch was unloaded, or the GPS position where trans-shipment occurs at sea.

Date and Time of Departure and Date and Time of Unloading/Trans-shipment: Specify the start date and time when the catch was unloaded in port, or when trans-shipment of catch occurs at sea. Use nautical time and this format (YYYY-MM-DD: hh:mm).

Primary Target species: Print the primary target species for this trip.

Block Two: Catches

Complete at least one line of Block Two for each set that was made during the trip. If no sets were made during the day, then provide the Month, Day, Activity Code, and the vessel's position at nautical noon-time. If necessary, use more than one line to record the catch of other species.

Month and Day: The day should correspond to the day on which the crew started the set; record the day number and not the day of the week.

Activity Code: Use Activity Code 1 ('A set') if the line in Block Two corresponds to a set of the longline gear in the water. Use Activity Code 2 ('A day at sea but not fished and not in transit – please specify') if the vessel was at sea, but the longline gear was not placed in the water that day and the vessel was **not** in transit, please describe the activity on the line that refers to that day. Use Activity Code 3 ('Transit') if no sets were made and the vessel spent most of the day in transit. Use Activity Code 4 ('In port - please specify') if no sets were made and the vessel spent most of the day in port. If no code exists, please describe the activity on the form.

Start of Set or Nautical Noon Time: If set was made, print the position for the start of the set. If no sets were made during the day, print the position for the vessel at nautical noon time. The position should be recorded to the nearest minute of latitude and longitude (e.g. "08–22 N" and "165–45 E").

Set Start Time: Print the UTC time when the crew started placing the longline gear in the water.

Number of Hooks: Print the total number of hooks that were set.

Hooks between Floats: Print the number of hooks used between successive two floats.

Albacore, Bigeye and Yellowfin: Print number of fish caught and retained under *No RET*. Print the total amount of the whole weights for albacore, and the gilled-and-gutted weights for bigeye and yellowfin, of all fish that were caught and retained, in kilograms, under *KG RET*. Print number of fish that were discarded or released under *No DISC*. Record small tuna (< 9kg / 20lbs / tuna too small for commercial markets) in the "Other species" column.

Shark: Print the number of fish caught and retained, **excluding** fish from which only the fins were retained and not the body, under *NO RET*. Print the number of fish discarded or released/struck off (live or dead), **including** fish from which only the fins were retained and not the body, under *No DISC*.

Striped Marlin, Blue Marlin, Black Marlin, and Swordfish: Print number of fish caught and retained under *No RET*. Print total amount of the processed weights of all fish that were caught and retained, in kilograms, under *KG RET*.

Other Species: Print the full name of the species under *NAME*. Print the number of fish caught and retained under *No RET*. Print the total amount of the processed weights of all fish that were caught and retained, in kilograms, under *KG RET*. When more than one 'other' species occurs in a set, use additional lines on the logsheet. If a species of special interest (such as a marine turtle, marine mammal or sea bird) is caught, then record the capture on a separate line. Record small tuna (< 9kg / 20lbs / tuna too small for commercial markets) in this "Other species" column.

Vessels Sighted: If other fishing vessels are sighted, write the name of the vessel, and other identifiers, such as the vessel type, on one line of the logsheet.

Whale Predation: If any fish were predated by whales, write the number of fish predated by whales on one line of the logsheet.

NAME OF VESSEL		FISHING PERMIT OR LICENCE NUMBER(S)			YEAR
NAME OF FISHING COMPANY	FFA VESSEL REGISTER NUMBER	NAME OF AGENT IN PORT OF UNLOADING, or NAME OF CARRIER VESSEL AND DESTINATION WHEN TRANSHIPPING ,		PRIMARY TARGET SPECIES	TRIP NUMBER THIS YEAR
COUNTRY OF REGISTRATION	UNIQUE VESSEL IDENTIFICATION (UVI)	• ALL DATES AND TIMES MUST BE IN NAUTICAL TIME • ALL WEIGHTS MUST BE KILOGRAMS • START A NEW LOGSHEET AFTER FULL	1. A SET <u>ACTIVITY CODES</u>	PORT OF DEPARTURE	DATE AND TIME OF DEPARTURE
REGISTRATION NUMBER IN COUNTRY OF REGISTRATION	INTERNATIONAL RADIO CALLSIGN		2. A DAY AT SEA BUT NOT FISHED AND NOT IN TRANSIT 3. TRANSIT	PLACE OF UNLOADING / TRANSHIPMENT	DATE AND TIME OF UNLOADING / TRANSHIPMENT

SET DETAILS			MONTH	DAY	ACTIVITY	MONTH	DAY	ACTIVITY	MONTH	DAY	ACTIVITY	MONTH	DAY	ACTIVITY	MONTH	DAY	ACTIVITY	MONTH	DAY	ACTIVITY	MONTH	DAY	ACTIVITY	MONTH	DAY	ACTIVITY	MONTH	DAY	ACTIVITY
START OF SET OR NAUTICAL NOON TIME POSITION	LATITUDE		DDMM		N/S																								
	LONGITUDE		DDDMM		E/W																								
SET START TIME																													
NUMBER OF HOOKS																													
HOOKS BETWEEN FLOATS																													
PAGE TOTALS		CATCH	NO. RET	KG RET	NO. DISC	NO. RET	KG RET	NO. DISC	NO. RET	KG RET	NO. DISC	NO. RET	KG RET	NO. DISC	NO. RET	KG RET	NO. DISC	NO. RET	KG RET	NO. DISC	NO. RET	KG RET	NO. DISC	NO. RET	KG RET	NO. DISC	NO. RET	KG RET	NO. DISC
No.	KG																												
		ALBACORE																											
		BIGEYE																											
		PACIFIC BLUEFIN																											
		SKIPJACK																											
		YELLOWFIN																											
		BLACK MARLIN																											
		BLUE MARLIN																											
		STRIPED MARLIN																											
		SWORDFISH																											
		BLUE SHARK																											
		HAMMERHEAD SHARK																											
		MAKO SHARKS																											
		OCEANIC WHITETIP																											
		PORBEAGLE SHARK																											
		SILKY SHARK																											
		THRESHER SHARKS																											
		OTHER SPECIES																											
NAME OF CAPTAIN									SIGNATURE OF CAPTAIN									DATE											

3 TRANSIT
4 IN PORT - PLEASE SPECIFY

SPC / FFA REGIONAL SHARK LONGLINE LOGSHEET

NAME OF VESSEL				FISHING PERMIT OR LICENCE NUMBER(S)																YEAR		TRIP NUMBER THIS YEAR																	
NAME OF FISHING COMPANY				FFA VESSEL REGISTER NUMBER		LENGTH OF FLOAT LINE				LENGTH OF BRANCHLINE				MAINLINE MONOFILAMENT? (Y/N)		BRANCHLINE MONOFILAMENT? (Y/N)		PORT OF DEPARTURE		DATE AND TIME OF DEPARTURE																			
COUNTRY OF REGISTRATION				UNIQUE VESSEL IDENTIFIER		• ALL DATES AND TIMES MUST BE IN NAUTICAL TIME • ALL WEIGHTS MUST BE KILOGRAMS • START A NEW LOGSHEET AFTER FULL OR PARTIAL UNLOADING																PLACE OF UNLOADING		DATE AND TIME OF ARRIVAL IN PORT															
REGISTRATION NUMBER IN COUNTRY OF REGISTRATION				INTERNATIONAL RADIO CALLSIGN																		PRIMARY TARGET SPECIES		NUMBER OF HOOKS BETWEEN FLOATS															
MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY MONTH DAY ACTIVITY																																							
START SET or NAUTICAL NOON TIME POSITION	LATITUDE		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S								
	LONGITUDE		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W								
START HAUL POSITION	LATITUDE		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S		N/S								
	LONGITUDE		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W		E/W								
SET START TIME																																							
HAUL START TIME																																							
No. OF HOOKS SET																																							
TARGET SPECIES	CATCH INFORMATION		NO.	KG	NO.	NO.	KG	NO.	NO.	KG	NO.	NO.	KG	NO.	NO.	KG	NO.	NO.	KG	NO.	NO.	KG	NO.	NO.	KG	NO.	NO.	KG	NO.	NO.	KG	NO.							
			RET	RET	DISC	RET	RET	DISC	RET	RET	DISC	RET	RET	DISC	RET	RET	DISC	RET	RET	DISC	RET	RET	DISC	RET	RET	DISC	RET	RET	DISC	RET	RET	DISC							
	GREY REEF SHARK																																						
	SILVERTIP SHARK																																						
	BLACK TIP SHARK																																						
	HAMMER HEAD SHARK																																						
	BLUE SHARK																																						
	BLACK TIP REEF SHARK																																						
	TIGER SHARK																																						
	GALAPAGOS SHARK																																						
OTHER SHARKS																																							
CMM	SILKY SHARKS																																						
	OCEANIC WHITE-TIP																																						
BYCATCH SPECIES	SWORD FISH																																						
	BLACK MARLIN																																						
	BLUE MARLIN																																						
	STRIPED MARLIN																																						
	SAIL FISH																																						
	ALBACORE TUNA																																						
	YELLOWFIN TUNA																																						
	BIGEYE TUNA																																						
OTHER FISH																																							
ACTIVITY CODES 1 A SET 2 A DAY AT SEA BUT NOT FISHED AND NOT IN TRANSIT - PLEASE SPECIFY 3 TRANSIT 4 IN PORT - PLEASE SPECIFY										NAME OF CAPTAIN										SIGNATURE OF CAPTAIN										DATE									

SPC / FFA REGIONAL SHARK LONGLINE LOGSHEET INSTRUCTIONS

(NEW: **Nautical time** is the vessel's time related to its longitude position. Nautical time zones change with every 15 ° of longitude).

Block One: Vessel Identification and Trip Information

Country of Registration and Registration Number in Country of Registration: Print the name of the country in which the vessel is registered (e.g. "Japan") and the registration number issued by the country in which the vessel is registered (e.g. "ME1-808").

FFA Vessel Register Number: Print the number issued by the Forum Fisheries Agency for inclusion of the vessel on the FFA Vessel Register (e.g. "12345"). Unique Vessel Identifier: Print the vessel's UVI number.

Fishing Permit or Licence Number(s): If the vessel fished under one or more bilateral access agreements, then print the fishing permit number issued by each of the coastal states in whose waters the vessel fished during the trip. If the vessel fished under a multilateral treaty, then print the fishing permit number issued to the vessel under the multilateral treaty. If the vessel is registered in the coastal state, then print the fishing licence number issued by the coastal state.

Name of Agent in Port of Unloading: Print the name of the agency or agencies which represented the vessel in the port or ports in which the vessel unloaded the catch recorded on the logsheet. In case of transshipment at sea, print the name of the carrier and destination of the unloaded catch.

Year and Trip Number This Year: Print the year in which the vessel departed from port at the start of the trip and the number of trips the vessel has taken this year (including this trip). The start of a trip is defined to occur when a vessel transits to a fishing area after unloading part or all of the catch, regardless of whether the unloading took place in port or at sea. The end of a trip is defined to occur when a vessel unloads part or all of the catch, regardless of whether the unloading took place in port or at sea.

Date and Time of Departure and Date and Time of Unloading (Arrival): Specify the start date and time of the vessel's trip departure and trip arrival or unloading in port. Use nautical time and this format (YYYY-MM-DD: hh:mm).

Place of Unloading: Specify the name of the port where the catch was unloaded, or the GPS position where unloading occurs at sea.

Hooks between Floats: Print the number of hooks used between successive two floats.

Primary Target species: Print the primary target species for this trip.

Block Two: Catches

Complete at least one line of Block Two for each set that was made during the trip. If no sets were made during the day, then provide the Month, Day, Activity Code, and print the vessel's position when the vessel's nautical time is at noon or mid-day. The position should be recorded to the nearest thousandth of a minute of latitude and longitude (e.g. "08-22.062 N" and "165-45.143 E").

Month and Day: The day should correspond to the day on which the crew started the set; record the day number and not the day of the week.

Activity Code: Use Activity Code 1 ('A set') if the line in Block Two corresponds to a set of the longline gear in the water. Use Activity Code 2 ('A day at sea but not fished and not in transit – please specify') if the vessel was at sea, but the longline gear was not placed in the water that day and the vessel was **not** in transit, please describe the activity on the line that refers to that day. Use Activity Code 3 ('Transit') if no sets were made and the vessel spent most of the day in transit. Use Activity Code 4 ('In port - please specify') if no sets were made and the vessel spent most of the day in port. If no code exists, please describe the activity on the form.

Start of Set or Nautical Noon Time Position: If a set was made, print the position of the start of the set. If no sets were made during the day, print the position at nautical noon time. The position should be recorded to the nearest minute of latitude and longitude (e.g. "08-22 N" and "165-45 E").

Set Start Time: Print the vessel's nautical time when the crew started placing the longline gear in the water.

Haul Start Time: Print the vessel's nautical time when the crew picked up the longline gear.

Number of Hooks: Print the total number of hooks that were set.

Albacore, Bigeye and Yellowfin: Print number of fish caught and retained under **NO RET**. Print the total amount of the whole weights for albacore, and the gilled-and-gutted weights for bigeye and yellowfin, of all fish that were caught and retained, in kilograms, under **KG RET**. Print number of fish that were discarded/struck off (live or dead) under **NO DISC**.

Shark: Print the number of fish caught and retained, **excluding** fish from which only the fins were retained and not the body, under **NO RET**. Print the number of fish discarded or released/ struck off (live or dead), **including** fish from which only the fins were retained and not the body, under **NO DISC**.

Striped Marlin, Blue Marlin, Black Marlin, and Swordfish: Print number of fish caught and retained under **NO RET**. Print total amount of the processed weights of all fish that were caught and retained, in kilograms, under **KG RET**. Print number of fish that were discarded/struck off (live or dead) under **NO DISC**.

Other Species: Print the number of fish caught and retained under **NO RET**. Print the total amount of the processed weights of all fish that were caught and retained, in kilograms, under **KG RET**. When more than one 'other' species occurs in a set, use additional lines on the logsheet. If a species of special interest (such as a marine turtle, marine mammal or sea bird) is caught, then record the capture on a separate line. Print number of fish that were discarded/struck off (live or dead) under **NO DISC**.

Vessels Sighted: If other fishing vessels are sighted, write the name of the vessel, and other identifiers, such as the vessel type, on one line of the logsheet.

Whale Predation: If any fish were predated by whales, write the number of fish predated by whales on one line of the logsheet.

ACTIVITY CODES	
1	A DAY FISHING OR SEARCHING
2	NO FISHING - COLLECTING BAIT
3	NO FISHING - TRANSIT
4	NO FISHING - BREAKDOWN
5	NO FISHING - BAD WEATHER
6	IN PORT - PLEASE SPECIFY

PAGE TOTAL									
TRIP TOTAL									

NAME OF CAPTAIN	SIGNATURE OF CAPTAIN	DATE
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SPC / FFA REGIONAL POLE-AND-LINE LOGSHEET INSTRUCTIONS

(NEW: **Nautical time** is the vessel's time related to its longitude position. Nautical time zones change with every 15 ° of longitude).

Block One: Vessel Identification and Trip Information

Country of Registration and Registration Number in Country of Registration: Print the name of the country in which the vessel is registered (e.g. "Japan") and the registration number issued by the country in which the vessel is registered (e.g. "ME1-808").

FFA Vessel Register Number: Print the number issued by the Forum Fisheries Agency for inclusion of the vessel on the FFA Vessel Register (e.g. "12345"). Unique Vessel Identifier: Print the vessel's UVI number.

Fishing Permit or Licence Number(s): If the vessel fished under one or more bilateral access agreements, then print the fishing permit number issued by each of the coastal states in whose waters the vessel fished during the trip. If the vessel fished under a multilateral treaty, then print the fishing permit number issued to the vessel under the multilateral treaty. If the vessel is registered in the coastal state, then print the fishing licence number issued by the coastal state.

Name of Agent in Port of Unloading: Print the name of the agency or agencies which represented the vessel in the port or ports in which the vessel unloaded the catch recorded on the logsheet. In case of transshipment at sea, print the name of the carrier and destination of the unloaded catch.

Date and Time of Departure and Date and Time of Unloading (Arrival): Specify the start date and time when the catch was unloaded in port. Use the vessel's nautical time and this format (YYYY-MM-DD: hh:mm)

Place of Unloading: Specify the name of the port where the catch was unloaded, or the GPS position where unloading occurs at sea.

Number of Crew: Print the total number of officers and crew, excluding observers.

Year and Trip Number This Year: Print the year in which the vessel departed from port at the start of the trip and the number of trips the vessel has taken this year (including this trip). The start of a trip is defined to occur when a vessel leaves port to transit to a fishing area or to transit to another port to complete unloading. The end of a trip is defined to occur when a vessel enters port to unload part or all of the catch.

Block Two: Catches and Discards

Complete at least one line of Block Two for each day at sea. If necessary, use more than one line to record the retained catch of other species and discards.

Month and Day: The day should correspond to the day on which the activity commenced; record the day number and not the day of the week.

Activity Code: Use Activity Code 1 ('A day fishing or searching') for days on which tuna were caught or the vessel searched for tuna. Use Activity Code 2 ('No fishing - collecting bait') for days on which no tuna were caught and the vessel collected bait. Use Activity Code 3 ('No fishing - transit') for days on which no tuna or bait were caught and the vessel spent most of the day in transit. Use Activity Code 4 ('No fishing - breakdown') for days on which no tuna or bait were caught and the vessel spent most of the day inactive due to a breakdown. Use Activity Code 5 ('No fishing - bad weather') for days on which no tuna or bait were caught and the vessel spent most of the day inactive due to a bad weather. Use Activity Code 6 ('In port - please specify') for days on which no tuna or bait were caught and the vessel spent most of the day in port. If no code exists, please describe the activity on the form.

Bait Onboard Y/N: Print 'Y' if, at any time during the day, sufficient bait was carried to chum a school of fish. Print 'N' if, during the whole day, insufficient bait was carried to chum a school of fish.

Start of Set or Nautical Noon Time Position: If fishing was undertaken, print the position at the start of fishing. If a set was made, print the position of the start of the set. If no sets were made during the day, print the vessel's position at nautical noon time. The position should be recorded to the nearest thousandth of a minute of latitude and longitude (e.g. "08-22.062 N" and "165-45.143 E").

Retained Catch: Skipjack, Yellowfin, Bigeye, and Other Species: Print the amounts caught during the day (rounded to the nearest metric tonne). If a species other than skipjack, yellowfin or bigeye, was caught and not discarded, then print the full name of the species in the column under *Retained Catch, Other Species, Name* and print the amount caught (rounded to the nearest metric tonne) in the column under *Retained Catch, Other Species, Weight*. When more than one 'other' species occurs in a set, use additional lines on the logsheet. Do not record the amount of bait that was caught. If a species of special interest (such as a marine turtle, marine mammal or sea bird) is caught, then record the capture on a separate line.

Discards: If tuna or other species were discarded or released, then print the name of the species in the column under *Discards, Tuna Species, Name* and print the number of fish discarded in the column under *Discards, Tuna Species, Number*. If any other species was discarded or released, then print the name of the species in the column under *Discards, Other Species, Name* and print the number of fish discarded in the column under *Discards, Other Species, Number*. Do not record the amount of bait that was discarded.

Vessels Sighted: If other fishing vessels are sighted, write the name of the vessel, and other identifiers, such as the vessel type, on one line of the logsheet.

[illegible]

ACTIVITY CODES • RECORD ALL SETS • IF NO FISHING SET MADE IN A DAY, RECORD THE MAIN ACTIVITY FOR THAT DAY 1 FISHING SET 2 SEARCHING 3 TRANSIT 4 NO FISHING - BREAKDOWN 5 NO FISHING - BAD WEATHER 6 IN PORT - PLEASE SPECIFY 7 NET CLEANING SET 10 DEPLOYING OR RETREIVING RAFTS, FADS OR PAYAOS	SCHOOL ASSOCIATION CODES 1 UNASSOCIATED 2 FEEDING ON BAITFISH 3 DRIFTING LOG, DEBRIS OR DEAD ANIMAL 4 DRIFTING RAFT, FAD OR PAYAO 5 ANCHORED RAFT, FAD OR PAYAO 6 LIVE WHALE 7 LIVE WHALE SHARK 8 OTHER - PLEASE SPECIFY	PAGE TOTAL																							
		TRIP TOTAL																							
		UNLOADINGS TO CANNERY, COLD STORAGE, CARRIER OR OTHER VESSEL																							
		START DATE	END DATE	CANNERY	OR	VESSEL AND DESTINATION	INTL RADIO CALL SIGN	SKIPJACK	YELLOWFIN	BIGEYE	MIXED	OTHERS	REJECTS												
	TUNA DISCARD CODES 1 FISH DAMAGED / UNFIT FOR CONSUMPTION 2 VESSEL FULLY LOADED 3 GEAR FAILURE 4 OTHER REASON (SPECIFY)	NAME OF CAPTAIN	SIGNATURE OF CAPTAIN											DATE											

SPC / FFA REGIONAL PURSE-SEINE LOGSHEET INSTRUCTIONS

Logsheets must be completed for each trip. The start of a trip is defined to occur when a vessel leaves port to transit to a fishing area or to transit to another port to complete unloading. The end of a trip is defined to occur when a vessel enters port to unload part or all of the catch. (NEW: **Nautical time** is the vessel's time related to its longitude position. Nautical time zones change with every 15 ° of longitude).

Block One: Vessel Identification and Trip Information

Country of Registration and Registration Number in Country of Registration: Print the name of the country in which the vessel is registered (e.g. "Japan") and the registration number issued by the country in which the vessel is registered (e.g. "ME1-808").

FFA Vessel Register Number: Print the number issued by the Forum Fisheries Agency for inclusion of the vessel on the FFA Vessel Register (e.g. "12345"). Unique Vessel Identifier: Print the vessel's UVI number.

Fishing Permit or License Number(s): If the vessel fished under one or more bilateral access agreements, then print the fishing permit number issued by each of the coastal states in whose waters the vessel fished during the trip. If the vessel fished under a multilateral treaty, then print the fishing permit number issued to the vessel under the multilateral treaty. If the vessel is registered in the coastal state, then print the fishing license number issued by the coastal state.

Name of Agent in Port of Unloading: Print the name of the agency or agencies which represented the vessel in the port or ports in which the vessel unloaded the catch recorded on the logsheet. Place of Unloading: Specify the name of the port where the catch was unloaded, or the GPS position where unloading occurs at sea.

Number of FADs Investigated: Print the number of individual FADs that were investigated during the trip, regardless of which vessel may have deployed the FAD. Count each FAD once, regardless of the number of times an individual FAD was investigated.

Year and Trip Number This Year: Print the year in which the vessel departed from port at the start of the trip and the number of trips the vessel has taken this year, including this trip. (See the definitions of the start and end of a trip above.) Date and Time of Departure and Date and Time of (Arrival) Unloading/Transshipment: Specify the start date and time when the catch was unloaded in port, or was transhipped where permissible. Use nautical time and this format (YYYY-MM-DD: hh:mm)

Amount of Fish Onboard at Start of Trip: If any fish caught during a previous trip have not been unloaded before the departure of the current trip, then print the amount of fish onboard the vessel at the start of the current trip.

Amount of Fish Onboard After Unloading: If any fish remained onboard after the unloading of the catch from the current trip and before the departure of the next trip, then print the amount of fish onboard the vessel at the start of the next trip.

Block Two: Catches and Discards

Complete at least one line of Block Two for each set made, either fishing set or net cleaning set, even if the fishing set was unsuccessful. If no fishing sets were made during the day, then provide the Month, Day, Activity Code and the nautical noon time position. All columns must be completed for each fishing set, **including the discards columns**. If necessary, use more than one line to record the retained catch of other species, well numbers, and discards.

Activity Code: Use Activity Code 1 ('Fishing set') when a set on a school of fish was made. Use Activity Code 2 ('Searching') for days on which no fishing sets were made and the main activity was searching for schools of fish. Use Activity Code 3 ('Transit') for days on which no fishing sets were made and the main activity was transiting. Use Activity Code 4 ('No fishing - breakdown') for days on which no fishing sets were made and the main activity was being inactive due to breakdown. Use Activity Code 5 ('No fishing - bad weather') for days on which no fishing sets were made and the main activity was being inactive due to bad weather. Use Activity Code 6 ('In port - please specify') for days on which no fishing sets were made and the main activity was being in port (e.g. to disembark an injured crew member). Use Activity Code 7 ('Net cleaning set') for any sets that were not made on a school of fish. If no code exists, please describe the activity on the form. Use Activity Code 10 ('Deploying or retrieving raft, FAD or payao') for days on which no fishing sets were made and the main activity was deploying or retrieving rafts, FADs or payaos.

Start of Set or Nautical Noon Time Position: If a set was made, print the position of the set. If no sets were made during the day, print the vessel's position at nautical noon time. The position should be recorded to the nearest thousandth of a minute of latitude and longitude (e.g. "08-22.334 N" and "165-45.556 E").

School Assoc Code: Schools of tuna are often associated with a floating object or an animal. If the school was not associated with anything, then use School Association Code 1 ('Unassociated'). If the school was associated with an object that is not on the list of School Association Codes, then use School Association Code 8 ('Other') and please describe the object.

Set Start Time: Print the vessel's nautical time at which the skiff was put in the water.

Retained Catch: Skipjack, Yellowfin, Bigeye, and Other: Print the amounts caught in the set, rounded to the nearest metric tonne. If a species other than skipjack, yellowfin and bigeye was caught and not discarded, print the name of the species in the column under *Other Species, Name*, and the amount caught under *Other Species, Weight*. If a species of special interest (such as a marine turtle, marine mammal or sea bird) is caught, then record the capture *Other Species, Name*. When more than one 'other' species occurs in a set, use additional lines on the logsheet.

Well Numbers: Print the number of the wells in which the catch from the set was stored initially and note any transfers amongst wells with arrows, for example: "S4 → P3, P2, P5" and "S4, S5 → P3".

Discards: If tuna were discarded or released, then print the name of the species, the amount discarded, and the Discard Code. If any other species was discarded or released/struck off (alive or dead), print the name of the species, and the total number of fish discarded or the total weight of fish discarded.

Vessels Sighted: If other fishing vessels are sighted, write the name of the vessel, and other identifiers, such as the vessel type, on one line of the logsheet.

Block Three: Unloadings

Unloadings to Cannery, Cold Storage, Carrier or Other Vessel: When fish are unloaded at the end of a trip, record the date on which unloading began, the date on which unloading ended, the name of the cannery or vessel to which the fish were unloaded, the port in which the fish were unloaded, the international radio call sign of the vessel to which the fish were unloaded, and the amount of each species unloaded. If transshipping to a vessel, also record the destination of the fish beside the name of vessel. Use one line for each cannery or vessel to which the fish were unloaded. If unloadings of skipjack and yellowfin were not recorded separately, then record the total amount unloaded under *Mixed*.

NAME OF VESSEL		FISHING PERMIT OR LICENCE NUMBER(S)		YEAR	TRIP No. THIS YEAR
NAME OF FISHING COMPANY	FFA VESSEL REGISTER NUMBER	NAME OF AGENT IN PORT OF UNLOADING	PORT OF DEPARTURE	DATE AND TIME OF DEPARTURE	
COUNTRY OF REGISTRATION	UNIQUE VESSEL IDENTIFIER (UVI)	• ALL DATES AND TIMES MUST BE IN NAUTICAL TIME • ALL WEIGHTS MUST BE KILOGRAMS • START A NEW LOGSHEET AFTER FULL OR PARTIAL UNLOADING	PLACE OF UNLOADING	DATE AND TIME OF ARRIVAL IN PORT	
REGISTRATION NUMBER IN COUNTRY OF REGISTRATION	INTERNATIONAL RADIO CALLSIGN		PRIMARY TARGET SPECIES	RANGE IN LENGTH OF HANDLINES (METRES)	

[illegible][illegible]

SPC / FFA REGIONAL HANDLINE LOGSHEET INSTRUCTIONS

(NEW: **Nautical time** is the vessel's time related to its longitude position. Nautical time zones change with every 15 ° of longitude).

Block One: Vessel Identification and Trip Information

Country of Registration and Registration Number in Country of Registration: Print the name of the country in which the vessel is registered (e.g. "Japan") and the registration number issued by the country in which the vessel is registered (e.g. "ME1-808").

FFA Vessel Register Number: Print the number issued by the Forum Fisheries Agency for inclusion of the vessel on the FFA Regional Register (e.g. "12345"). Unique Vessel Identifier: Print the vessel's UVI number.

Fishing Permit or Licence Number(s): If the vessel fished under one or more bilateral access agreements, then print the fishing permit number issued by each of the coastal states in whose waters the vessel fished during the trip. If the vessel fished under a multilateral treaty, then print the fishing permit number issued to the vessel under the multilateral treaty. If the vessel is registered in the coastal state, then print the fishing licence number issued by the coastal state.

Name of Agent in Port of Unloading: Print the name of the agency or agencies which represented the vessel in the port or ports in which the vessel unloaded the catch recorded on the logsheet. In case of transshipment at sea, print the name of the carrier and destination of the unloaded catch.

Year and Trip Number This year: Print the year in which the vessel departed from port at the start of the trip and the number of trips the vessel has taken this year (including this trip). The start of a trip is defined to occur when a vessel leaves port to transit to a fishing area or to transit to another port to complete unloading. The end of a trip is defined to occur when a vessel enters port to unload part or all of the catch.

Place of Unloading: Specify the name of the port where the catch was unloaded, or the GPS position where unloading occurs at sea.

Date and Time of Departure and Date and Time of Unloading (Arrival): Specify the start date and time when the catch was unloaded in port, or the date and time of transshipment if unloading occurs at sea. Use the vessel's nautical time and this format (YYYY-MM-DD: hh:mm)

Range in Length of Handline(s) (metres): Print the range in the lengths (metres) of the handlines used during this trip.

Primary Target species: Print the primary target species for this trip.

Block Two: Catches

Complete at least one line of Block Two for each fishing period undertaken during the trip. If no fishing was undertaken during the day, then provide the Month, Day, Activity Code, and the vessel's position at nautical noon-time. If necessary, use more than one line to record the catch of other species.

Month and Day: The day should correspond to the day on which the crew started fishing; record the day number and not the day of the week.

Activity Code: Use either Activity Code 1 ('Fishing in the vicinity of an Anchored FAD'), Activity Code 2 ('Fishing - Trolling') or Activity Code 3 ('Fishing, but not on Anchored FAD or Trolling') in Block Two for days when the handline gear is placed in the water. If fishing is not conducted in the vicinity of an anchored FAD or trolling, please describe the fishing association (e.g. "fishing on a sea mount"). Use Activity Code 4 ('A day at sea but not fished and not in transit, please specify') if the vessel was at sea, but the handline gear was not placed in the water that day and the vessel was not in transit, please describe the activity on the form. Use Activity Code 5 ('Transit') if no fishing was undertaken and the vessel spent most of the day in transit. Use Activity Code 6 ('In port - please specify port name and activity') if no fishing was undertaken and the vessel spent most of the day in port. If no code exists, please describe the activity on the form.

Start of Set or Nautical Noon Time Position: If fishing was undertaken, print the position at the start of fishing. If no set was made during the day print the vessel's position when the vessel's nautical time is at noon or mid-day. The position should be recorded to the nearest thousandth of a minute of latitude and longitude (e.g. "08-22.062 N" and "165-45.143 E").

Start and End Fishing Times: Print the vessel's nautical time when the crew started placing the handline gear in the water and when the crew finished fishing.

Number of Hooks: Print the total number of hooks that were used. This corresponds to the number of lines fishing if single-hook lines are used.

Bigeye, Yellowfin and Skipjack: Print number of fish caught and retained under NO RET. Print the total amount of the whole weights for albacore, and the gilled-and-gutted weights for bigeye and yellowfin, of all fish that were caught and retained, in kilograms, under KG RET. Print number of fish that were discarded or released under NO DISC.

Shark: Print the number of fish caught and retained, excluding fish from which only the fins were retained and not the body, under NO RET. Print the number of fish discarded or released/ struck off (live or dead) including fish from which only the fins were retained and not the body, under NO DISC.

Striped Marlin, Blue Marlin, Black Marlin, and Swordfish: Print number of fish caught and retained under NO RET. Print total amount of the processed weights of all fish that were caught and retained, in kilograms, under KG RET.

Other Species: Print the full name of the species under NAME. Print the number of fish caught and retained under NO RET. Print the total amount of the processed weights of all fish that were caught and retained, in kilograms, under KG RET. When more than one 'other' species occurs in a set, use subsequent lines on the logsheet.

NAME OF CAPTAIN	SIGNATURE OF CAPTAIN	DATE
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SPC / FFA REGIONAL TROLL LOGSHEET

INSTRUCTIONS

(NEW: **Nautical time** is the vessel's time related to its longitude position. Nautical time zones change with every 15 ° of longitude).

Block One: Vessel Identification and Trip Information

Country of Registration and Registration Number in Country of Registration: Print the name of the country in which the vessel is registered (e.g. "Japan") and the registration number issued by the country in which the vessel is registered (e.g. "ME1-808").

FFA Vessel Register Number: Print the number issued by the Forum Fisheries Agency for inclusion of the vessel on the FFA Vessel Register (e.g. "12345"). Unique Vessel Identifier: Print the vessel's UVI number. Fishing Permit or Licence Number(s): If the vessel fished under one or more bilateral access agreements, then print the fishing permit number issued by each of the coastal states in whose waters the vessel fished during the trip. If the vessel fished under a multilateral treaty, then print the fishing permit number issued to the vessel under the multilateral treaty. If the vessel is registered in the coastal state, then print the fishing licence number issued by the coastal state.

Name of Agent in Port of Unloading: Print the name of the agency or agencies which represented the vessel in the port or ports in which the vessel unloaded the catch recorded on the logsheet. In case of trans-shipment at sea, print the name of the carrier and destination of the unloaded catch.

Year and Trip Number This Year: Print the year in which the vessel departed from port at the start of the trip and the number of trips the vessel has taken this year (including this trip). The start of a trip is defined to occur when a vessel leaves port to transit to a fishing area or to transit to another port to complete unloading. The end of a trip is defined to occur when a vessel enters port to unload part or all of the catch.

Date and Time of Departure and Date and Time of Unloading (Arrival): Specify the start date and time when the catch was unloaded in port. Use nautical time and this format (YYYY-MM-DD: hh:mm)

Place of Unloading: Specify the name of the port where the catch was unloaded, or the GPS position where unloading occurs at sea.

Primary Target species: Print the primary target species for this trip (assumed to be albacore).

Block Two: Catches

Complete one line of Block Two for each day during the trip. If a set was made, print the position of the start of the set. If no sets were made during the day, print the position at nautical noon time. The position should be recorded to the nearest minute of latitude and longitude (e.g. "08–22 N" and "165–45 E").

If necessary, use more than one line to record the catch of other species.

Month and Day: The day should correspond to the day at sea; record the day number and not the day of the week.

Activity Code: Use Activity Code 1 ('Fishing occurred on this day') if any fishing occurred during this day. Use Activity Code 2 ('A day at sea but not fished or transit') if the vessel was at sea, but the troll gear was not placed in the water that day and the vessel was **not** in transit. Use Activity Code 3 ('Transit') if no fishing was undertaken and the vessel spent most of the day in transit. Use Activity Code 4 ('In port - please specify') if no fishing was undertaken and the vessel spent most of the day in port. If no code exists, please describe the activity on the form.

Start of Set or Nautical Noon Time Position: If a set was made, print the position of the start of the set. If no sets were made during the day, print the position for the vessel's nautical noon time. The position should be recorded to the nearest minute of latitude and longitude (e.g. "08–22 N" and "165–45 E").

Number of Lines: Print the number of lines that were used for the majority of the fishing period during this day.

Hours fished: Print the total number of hours that the troll gear was in the water during this day.

Albacore, Southern Bluefin, Skipjack and Yellowfin: Print number of fish caught and retained under **NO RET**. Print the total amount of the estimated whole weights for albacore, southern bluefin, skipjack and yellowfin, of all fish that were caught and retained, in kilograms, under **KG RET**. Print number of fish that were discarded or released/ stuck off (alive or dead) under **NO DISC**. In the case of significant discards, write the reason for discards on a separate line.

Other Species: Print the full name of the species under **NAME**. Print the number of fish caught and retained under **NO RET**. Print the total amount of the processed weights of all fish that were caught and retained, in kilograms, under **KG RET**. Print number of fish that were discarded or released/struck off (live or dead) under **NO DISC**.

When more than one 'other' species occurs in a set, use additional lines on the logsheet. If a species of special interest (such as a marine turtle, marine mammal or sea bird) is caught, then record the capture on a separate line.

SPC / FFA Regional Longline Logbook - Vessel Characteristics

Revised Nov 2007

VESSEL NAME		COUNTRY REGISTRATION NUMBER	FLAG	IRCS
YEAR BUILT		COUNTRY/ SHIPYARD WHERE BUILT		
VESSEL OWNER		OWNER'S CONTACT ADDRESS		
ALC INSTALLED ? Y N	IMMARSAT NUMBER	VESSEL LENGTH	Circle to indicate if the length is: (m) / (ft) Overall / Registered	
FISHING PERMIT OR LICENCES NUMBERS: <u>LIST ALL.</u>				

Tick ? to indicate the Hull Material.				
STEEL ☐	ALUMINIUM ☐	WOOD ☐	FIBREGLASS ☐	
OTHER - PLEASE SPECIFY:				
ENGINE MODEL	TOTAL ENGINE POWER - HP / KW		VESSEL CRUISING SPEED in KNTS	
TOTAL FUEL CARRYING CAPACITY - KL / GAL		FISH STORAGE CAPACITY - MT / M ³		
Tick ? to indicate the Storage Method. You may tick more than one.				
ICE ☐	REFRIDGERATED SEAWATER ☐	BRINE ☐	AIR (Coils) ☐	

CIRCLE Y IF ONBOARD <u>or</u> CIRCLE N IF NOT ONBOARD				
GPS BEACON	Y	N	MAINLINE MATERIAL LENGTH (NM)	
DOPPLER CURRENT METER	Y	N		
SEA SURFACE TEMP GAUGE	Y	N		
SATELLITE SEA SURFACE IMAGES	Y	N		
TORI POLE MITIGATION DEVICE	Y	N	FLOATLINE LENGTH (m) BRANCHLINE LENGTH (m) WIRE TRACE Y N	
LINE SHOOTER	Y	N		
AUTOMATIC BRANCHLINE THROWER	Y	N		
AUTOMATIC BRANCHLINE ATTACHER	Y	N		
BAIT CHUTE	Y	N		

COMMENTS	
PRINT CAPTAIN'S FULL NAME CLEARLY	CAPTAIN'S SIGNATURE
PRINT ISSUING OFFICER'S FULL NAME CLEARLY	ISSUING OFFICER SIGNATURE (Only sign when page is complete)

Regional Longline Logbook – Vessel Characteristics

You will not be issued with your logbook until you have filled in and signed this form.

VESSEL NAME: The full name of the vessel as marked on the country registration certificate.
COUNTRY REGISTRATION NUMBER: The number marked on your country registration certificate.
FLAG : The vessel's nationality or country of registration (sometimes a flag of convenience).
IRCS : Fill in your International Radio Call Sign.
YEAR BUILT : State the year the vessel was first built in.
COUNTRY / SHIPYARD WAS BUILT: State the country and the name of the shipyard in that country where the vessel was originally built.
VESSEL OWNER: The full name of the vessel's owner.
OWNER'S CONTACT ADDRESS: The postal address for the vessel owner.
ALC INSTALLED: Circle Y(yes) if an automatic locator communicator has been installed.
IMMARSAT NUMBER: Give the Immarsat contact number.
VESSEL LENGTH: Fill in the vessel's length and then circle to indicate if the length is in meters (m) or feet (ft) . Also circle to indicate if the vessel's length is the overall length or the registered length.
FISHING PERMIT OR LICENCES NUMBERS: List all fishing permit numbers and their expiry dates.

HULL MATERIAL: Tick one of the four give options to state the main type of material used in the hull.
ENGINE MODEL: State the engine make and model number.
TOTAL ENGINE POWER: State the engine power in horse-power (HP) or kilowatts (KW)
VESSEL CRUSING SPEED: State the vessel's top cruising speed in knots.
TOTAL FUEL CARRYING CAPACITY: State the vessel's total fuel carrying capacity in kiloliters (KL) or gallons (GAL).
FISH STORAGE CAPACITY: State the total storage available to store the catch in metric tonnes or cubic meters.
STORAGE METHOD: Tick one or more of the four options to indicate all storage methods used for the landed catch.

ELECTRONICS AND FISHING GEAR

Circle Y(yes) for every piece of equipment that is onboard the vessel.

Circle N (no) if the indicated piece of equipment is not onboard the vessel.

Please do not leave any line blank

MAINLINE

Indicate the type of material used in the mainline.

Indicate the total length of the mainline in nautical miles (nm)

FLOATLINE

Indicate the average length of the floatlines in meters (m).

BRANCHLINE

Indicate the average length of the branchline in meters (m).

Indicate if wire trace is being used in the branchline, before the hook.

COMMENTS: Use this area to fill any extra comments you have about the vessel, or other information required by your local Fisheries Department.

Captain's Name and Signature: Print the Captain's name clearly, and then the Captain must sign this form before the logbook can be issued.

SPC / FFA Regional Longline Logbook - Daily Form

REVISED: NOV 2007

TODAY's DETAILS	Vessel Name	Trip Number / Year
MID-DAY TIME and POSITION	SHIP'S TIME 12.00 hrs	SHIP'S DATE / /
	LATITUDE (DD . MM)	N S
	LONGITUDE (DDD . MM)	E W
	UTC TIME (00.00 hrs)	UTC DATE (DD / MM / YY)
CIRCLE TODAY'S ACTIVITY	1. Fishing 2. Not Fishing & not in Transit (specify) 3. Transit 4. Breakown 5. Bad Weather 6. Other pls specify	

For days with "1. Fishing" please fill in all the fishing details below.

FISHING DETAILS	SHIP'S TIME (00.00 hr s)	SHIP'S DATE DD / MM / YY	LATITUDE (DD ° MM)	N S	LONGITUDE (DDD ° MM)	E W
START OF SET		/ /	°		°	
END OF SET		/ /	°		°	
START OF HAUL		/ /	°		°	
END OF HAUL		/ /	°		°	

TICK PRIMARY TARGET SPECIES →				TUNA ☐	SWORDFISH ☐	SHARK ☐	IF ALIVE CIRCLE A
NO. OF HOOKS BETWEEN FLOATS		VESSEL SETTING SPEED (knts)		1. BAIT SPECIES	A		
TOTAL NUMBER OF HOOKS SET		LINE SETTING SPEED (m/s)		2. BAIT SPECIES	A		
TOTAL NO. OF LIGHTSTICKS SET		DIST. BETWEEN BRANCHLINES (m)		3. BAIT SPECIES	A		

SPECIES	Number Retained	Kg. Ret.	No. Disc.	Reason Disc.	No. Rel Alive	SPECIES	Number Retained	Kg. Ret.	No. Disc.	Reason Disc.	No. Rel Alive
Yellow fin ≤ 20k YFT						Mahi Mahi DOL					
Yellow fin >20k YFT						Escolar LEC					
Bigeye ≤ 20kg BET						Wahoo WAH					
Bigeye >20kg BET						Opah (moonfish) LAG					
Albacore ALB						Sunfishes MOP					
Skipjack SKJ						Pelagic Stingray PLS					
Striped Marlin MLS						Snake Mackerel GES					
Blue Marlin BUM						Barracudas BAR					
Black Marlin BLM						Breams BRZ					
Swordfish SWO						Lancetfishes ALI					
Bluefin tunas TPZ											
Sailfish SAI											
Shortbilled spearfish SBS											
Silky Shark FAL						TURTLES	Unidentifie TTX				
Blue Shark BSH							Green TUG				
Oceanic Whitetip Shark OCS							Hawksbill TTH				
Hammerhead sharks SPN							Loggerhead TTL				
Mako sharks MAK							Leatherback DKK				
Thresher Sharks THR							Olive Ridley LKV				
						Marine Mammals ()					
						Bird ()					

Comments : Tag numbers / whale interactions or sightings / number of catch taken by whales / weather conditions.

Captain's Signature

SPC / FFA Regional Longline Logbook – Daily Form Instructions

Today's Details

Vessel Name: The full name of the vessel as written on the country registration certificate.
Trip number / year Number your fishing trips throughout the year. For instance, the second trip made during 2007 will be recorded as "02 / 2007."

Mid-day time and Position By completing this area will help convert the time you normally use on the boat to a more universal time i.e. UTC.

Ship's time - 12.00 hrs. Fill in this box at mid-day every day.
Ship's date State today's date. The date used and recognised by the crew and captain onboard.
Latitude Mark the latitude position of the vessel every day at mid-day.
Longitude Mark the longitude position of the vessel every day at mid-day.
UTC time Record the UTC time every day at mid-day. The UTC time is available on the GPS.
UTC date Record the UTC date, every day at mid-day. It is available on the GPS.

Circle today's activity Circle the main activity the vessel will do, or is doing for the day. If you have circled "1. Fishing", please continue to fill in all of the fishing details on the rest of the page.

Fishing Details

Fill in the following details for the start and the end of each set and haul.

Ship's time The ship's time at the start of each activity.
Ship's date The ship's date at the time of the activity.
Latitude The ship's latitude at the time of the activity.
Longitude The ship's longitude at the time of the activity.
No. of hooks between floats : The standard number of hooks between two floats.
Total number of hooks set : The total number of hooks set.
Total no. of lightsticks set : The total number of lightsticks set.
Vessel setting speed (knts) : The average speed of the vessel during setting.
Line setting speed (m/s) : If a line shooter is used record the speed the line was set at in meters per second. Knots per second divided by 2 is approximately give meters per second.
Dist. Between Branchlines (m): Calculate the distance between the branchlines by multiplying your line setting speed by the branchline set interval (or number of seconds between the branchline attachments) or give an estimate of this distance.
Bait Species : The name of all bait species used. Circle 'A' if any of the bait used was live.

Species

Number Retained. Fill in the total number of each species retained.
Kg Retained. Record the total weight of fish in weight (kilograms).
No Disc. Fill in the total number of each species that was discarded.
Reason Disc Using the supplied codes, note the reasons any species were discarded.
No. rel alive Fill in the total number of any species released alive.
Comments Use this area to mark down any comments about what happened during the day and which may be useful to the vessel here.
Print Captain's name clearly Print the Captain's full name.
Captain's Signature Signature of the Captain

APPENDIX 5. SPC / FFA REGIONAL OBSERVER FORMS

LL-1	•	Longline General Information
LL-2 /3	•	Longline Set and Haul Information
LL-4	•	Longline Catch Monitoring
PL-1	•	Pole-and-line General Information
PL-2	•	Pole-and-line Daily log
PL-3	•	Pole-and-line Catch Details
PS-1 (pg1)	•	Purse-Seine General Information
PS-1 (pg2)	•	Purse-Seine General Information
PS-2	•	Purse-Seine Daily log
PS-3	•	Purse-Seine Set Details
PS-4	•	Purse-Seine Length Measurement
PS-5	•	Well Transfer Reconciliation Form
TR-1	•	Troll General Information
TR-2	•	Troll Daily Log
TR-1	•	Troll Catch Details
GEN-1	•	Vessel and Aircraft Sightings / Fish, Bunkering and Other Transfers Logs
GEN-1*	•	Vessel and Aircraft Sightings / Fish, Bunkering and Other Transfers Logs
GEN-2	•	Species of Special Interest
GEN-2*	•	Species of Special Interest - multi-landings
GEN-3	•	Vessel Trip Report
GEN-4	•	Conversion Factors
GEN-5	•	FAD/PAYAO and Floating Object Information Record
GEN-6	•	Pollution Report
SUP-1	•	Placement Form
SUP -2	•	Workbook Reference Form (PS example)
SUP-3	•	Trip Reconciliation Form
SUP-4	•	Advances and Claims Form

*Additional form

REV. MAR. 2014

TRIP DETAILS										
OBSERVER	NAME		TRIP START (SHIP DATE AND TIME)				TRIP START LOCATION			
			YY	M M	DD	h h	m m			
	NATIONALITY	TRIP ID No.	YY	M M	D D	h h	m m	TRIP END LOCATION		
VESSEL NAME			VESSEL DEPARTURE (SHIP DATE)			VESSEL DEPARTURE PORT			CREW NATIONALITY	
			YY	M M	D D					
									CAPTAIN	FISHING MASTER
VESSEL										
VESSEL OWNER			COUNTRY REGISTRATION NO.			UVI		OTHER CREW: : How many ?		
VESSEL CAPTAIN			ID document	No.		FLAG	IRCS	OTHER CREW: : How many ?		
FISHING MASTER			ID document	No.		FISH HOLD		OTHER CREW: : How many ?		
FISHING PERMIT or LICENSE Nos.				LENGTH	M	GROSS TONNAGE:	mT	OTHER CREW: : How many ?		
					F					

ELECTRONICS									
			USAGE				USAGE		
GPS		Y / N		DEPTH SOUNDER			Y / N		
TRACK PLOTTER		Y / N		SST GAUGE			Y / N		
			USAGE		MAKE	MODEL	COMMENTS		
ADVANCES in TECHNOLOGY		Y / N							
	SONAR	Y / N							
RADIO BEACON DIRECTION FINDER		Y / N							
	GPS BUOYS	Y / N					How many ?		
	DOPPLER CURRENT METER	Y / N							
	XBT (BATHY THERMOGRAPH)	Y / N							
/ M S S Y S T E M S	VMS-1	Y / N							
	VMS-2	Y / N							
COMMUNICATION SERVICES	PHONES	SATELLITE:	Y / N	Phone #		MOBILE:	Y / N	Phone #	
	OTHER	FACSIMILE:	Y / N	Fax #		EMAIL:	Y / N	Email:	
INFORMATION SERVICES	WEATHER	WEATHER FAX	Y / N	SATELLITE MONITOR	Y / N				
	OTHER	Y / N	Phytoplankton	Y / N	SST	Y / N	Sea Height	Y / N	

FISHING GEAR										
			USAGE							
MAINLINE HAULER			Y / N							
BRANCHLINE HAULER			Y / N							
LINE SHOOTER			Y / N							
AUTOMATIC BAIT THROWER			Y / N							
AUTOMATIC BRANCHLINE ATTACHER			Y / N							
WEIGHING SCALES			Y / N							
OFFFAL DISPOSAL MACHINE			Y / N							
ADVANCES in TECHNOLOGY										
TERMINAL GEAR (see TG ID guide)	MATERIAL		DIAMETER	LENGTH						
	MAINLINE:			mm	nM					
	BRANCHLINE MATERIALS:	1)		mm	WIRE TRACE ?					
		2)		mm	YES / NO					
		3)		mm						
	BRANCHLINE WEIGHTS?	YES / NO	WEIGHT	DISTANCE of WEIGHT to HOOK						
				(g)	(cm)					
	HOOKS		JAPAN size %	CIRCLE size %	"J" size %	TERACIMA size %				
	OFFSET, RINGS, and/or SWIVELS (O, R, S)									
	record each used									
SAFETY EQUIPMENT										
LIFE JACKET			PROVIDED FOR OBSERVER:		Y / N / O	No. of LIFE BUOYS / LIFE RINGS				
			SUITABLE SIZE:		Y / N					
AVAILABILITY (circle one)			Easy		Moderate	Hard				
EPIRBs		Total	Total with Exp Bat.	LIFE RAFTS		1	2	3	4	
406				No. of PEOPLE						
other				INSPECTION DATE (D or L - yy/mm/dd)						
REFRIGERATION METHOD										
BLAST FREEZE			Y / N							
ICE			Y / N							
BRINE WELL			Y / N							
BRINE SPRAY			Y / N							
CHILLED SEA WATER			Y / N							
REFRIDGERATED SEA WATER - RSW			Y / N							
USAGE CODES			ALL TRA OF SIF RAR BRO NOL							
			- used all the time in fishing - used only in transit - used often in fishing - used sometimes in fishing - rarely used - broken now but used normally - no longer ever used							
WASTE DISPOSAL SYSTEM Y / N			Describe waste disposal system for fish offal (important) and other waste							

GENERAL INFORMATIONObserver programme : -

REVISED MARCH 2014

record the country code if working for a national programme, refer to country codes
or the abbreviation if a regional programme (e.g.: USMLT, FSMA, PNA, SPC, ROP, etc.)
of the authority / provider that has allocated this trip

A complete fishing trip is defined as 'from one full or partial unloading to the next full or partial unloading'.

If an observer trip is not over a normal complete fishing trip the reasons why must be in the trip report - also see "Partial trips" notes, below.

N.B.: Wherever there is a Y / N (yes or no) option for an item, either the "Y" or the "N" must be circled

TRIP DETAILS

Observer Name and Nationality: Record first name and family name in full (e.g. "John Masa"); and Nationality as in passport

Observer Trip ID Number: Print number issued by the authority sending you on this trip.

(e.g. John H. Masa, on his third trip in 1996 might be issued Trip ID Number: "JHM 96-03").

Trip start (Ship Date and Time) } Print date using "year year/ month month / day day" format.

Trip end (Ship Date and Time) } Print time using 24 hour "hour hour : minute minute" format.

(e.g. Print five past one on the afternoon on 3rd of January, 1996 as "96/01/03 - 13:05").

Observer Trip Start, Trip End, and Vessel Departure Port: Record in all three boxes even if it is the same port.

N.B.: an observer trip starts only once the actual vessel to be observed is boarded and ends when disembarking that vessel.

Partial trips - If boat is met at sea the 'trip start date and time' is the date and time that the transfer between vessels occurs.

The 'trip start location' is "At sea" followed by a position recorded in degrees and minutes only (dd° mm').

If the observer transfers from a host vessel to another vessel to end their trip the 'end of trip date and time' is time of transfer.

The 'end of trip location' is "At sea" followed by a position recorded in degrees and minutes only (dd° mm').

Multiple trips - treat work on 2 (or more) different vessels while at sea as 2 (or more) trips, each with its own forms.

VESSEL

Vessel Name, Vessel Owner, Vessel Captain, Fishing master: Print full names whenever possible.

Country Registration: Number issued by country in which the vessel is registered (e.g. "ME1-808").

Unique Vessel Identifier } WCPFC requires all vessels over 100 Gross Tonnage to have a UVI after 1st Jan 2016. The number may appear on certificates before 2016. Generally the UVI is the International Marine Organisation number or the the Lloyd's

Register (LR) number. If there is no UVI just make a dash in the data field.

Flag: Name of country in which vessel is registered (e.g. "Belize") even if it comes from another country, such as Korea.

International radio call-sign (IRCS): Do not confuse with Registration No. Note in report if vessel has no proper IRCS.

Vessel Captain - ID Document / No.: Along with the Captain's and Fishing Master's full names record identification

Fishing Master - ID Document / No.: document types and the document numbers for each of them

The preferred document is a Captain or Master's license but another, such as their passport, will do if that is not possible.

Fishing Permit or Licence Number(s): If vessel fished under one or more bilateral access agreements, then print the fishing permit number issued by each of the coastal states in whose waters the vessel fished during the trip.

If vessel fished under a multilateral treaty, then print the permit number issued to vessel under the multilateral treaty

If the vessel is registered in the coastal state, then print the fishing licence number issued by the coastal state.

Length: } The place to find vessel's length overall (LOA) and gross tonnage is on registration papers.

Gross tonnage: } Be alert for any signs that suggest there has been a change to length and/or gross tonnage.

} If changes are suspected provide as much extra information as possible in observer trip

Fish Hold Capacity: (record in metric tonnes (mT)) can usually be found in deck plans and engineer's logs.

Record the total space for all holds that can carry fish regardless of whether they are used to carry fish on this trip

CREW NATIONALITY

Captain, Fishing Master: In the "Crew Nationality" section record only the nationality of the Captain and/or Fishing Master

No need to record their names or identification documents here because they are recorded in the "Vessel" section already

Other Crew - How many?: Record what other nationalities of crew and how many of each nationality there is.

Do not include the Captain and Fishing Master in these counts.

ELECTRONICS

(circle "Y" or "N" (yes or no) to show if each item is present or not present on board)

* Advances in technology: Empty lines are to record new types of equipment or major upgrades to the current electronics or any types of advances in fishing electronics technology. Don't record old pieces of equipment not listed like radio etc. Write about new equipment in journal and trip report.

Usage: use codes (bottom front of form) to show how much each piece of equipment, for which "Y" is circled, is used

VMS - 1 and VMS - 2: Record system type (e.g.: InMarSat-C, Iridium, Argos) for each "vessel monitoring system" used.

Also use the usage codes to record when the VMS system was being used.

Communication services: If vessel uses satellite and/or mobile phone and/or fax and/or email address, record contact details.

Fishery Information Services: Vessels may receive real-time information on some oceanographic features.

Circle **Y** or **N** to show if they get information on sea-surface temperature (SST), phytoplankton densities or sea height.

If they are receiving another type of information record that in "Comments" and write about it in your trip report.

If "Y", record the url (website address) below the "Y/ N" and write more about the website in your written report.

See the back of LL-1 (page2) for more notes on gear, safety equip., refrigeration, waste disposal system and observations...

SPC/FFA REGIONAL LONGLINE OBSERVER
GENERAL INFORMATION

FORM LL-1
(pg2)

OBSERVATIONS / COMMENTS / OTHER GEAR / UNUSUAL USE OF GEAR
Write notes here and full descriptions in the daily journal and trip report
(put page references to the full descriptions beside the notes written here)

FISHING GEAR

(circle "Y" or "N" (yes or no) to show if each item is present or not present on board)

Weighing scales: If weighing scales used to weigh retained fish are on-board, circle "Y" (yes)

For help with the rest of this section use the SPC Terminal Gear Identification Guide (TG ID guide)
Note that the TG ID guide can be used to measure hook size and line diameter

Mainline: Write down the material the mainline was made out of i.e monofilament or tarred rope

Record the total length of the mainline in nautical miles - ask Captain for this information.

Get the diameter of the mainline. Use small callipers to measure the width of the mainline.

Terminal gear

Branchline: Record all types of material used in branchline - see TG ID guide

Branchline weights: If any weights have been added to the branchline - normally to weigh the line down and allow it to sink faster, record the information. Record the average weight in grams and then 2) record the Distance of the Weight from the Hook in centimeters.

Wire trace: Indicate if wire trace (wire just before the hook) was used in the branchline.

Hooks: for each type of hook used record the size and the percentage of that hook that is usually used in each set. Show if hooks were Offset (O), had Rings (R) or Swivels (S). Record three letters and/or dashes in each box.

- e.g.: if vessel sets 10-hook baskets with standard size 12.0 circle hooks with rings and swivels on hook numbers 1,2, 9, 10, but with offset "J" hooks (size 10.0) with no rings or swivels on every other line in a basket an observer will record as:

JAPAN size %		CIRCLE size %		"J" size %		TERACIMA size %	
—	—	12.	40	10.	60	—	—
—	—	— R S		O — —		— — —	

SAFETY EQUIPMENT

(obtain as much information as possible without intruding)

Life jacket:

if the life jacket is the observer's own or was issued by their provider, circle "O".

if the observer doesn't have their own but the vessel supplies one, circle "Y", or "N" if one is not supplied

Was it a good size? - circle Y (yes) or N (no)

If the life jacket is carried by the observer or if it is allocated by the vessel and is easily available circle "easy"

if it is allocated by the vessel but it is not so easy to get to circle "moderate"

and if an allocated life jacket is very difficult to get to circle "hard"

Lifebuoys/life rings - count all to be found

EPIRBS - count all EPIRBS onboard **including** those with expired battery renewal dates.

- then just count only the EPIRBS with expired battery renewal dates.

Life rafts - No. of People - record the number of people that each life raft is certified to carry

- Inspection Date - check carefully for inspection stickers/labels or fixed plates with inspection information

Find out from these inspection certificates when the next inspection is due (or when last was carried out)

- if label has an inspection Due date record the letter "D" then a dash ("-"), then the date in 'dd/mm/yy' format

- if a Last inspection date is on the inspection label record the letter "L", then a dash, then the date

(e.g.: for an inspection due on 30th June 2012 record "D-30/06/12";

but if the label only has the date of the last inspection on 31st December 2009, record "L-31/12/09")

If, after a careful check for life-raft inspection labels, dates cannot be found, record "ND" for 'not displayed'.

REFRIGERATION METHOD (circle "Y" or "N" (yes or no) to show if each method is present or not present)

N.B.: There may be more than one refrigeration method so record yes or no for each one.

Other storage: If another refrigeration or other storage method is observed describe it in detail in the trip report.

WASTE DISPOSAL SYSTEM for fish offal (circle "Y" or "N" to indicate if a waste disposal system is present)

Examples include incinerators, crushers, shredders, compacters, balers, meal plants, etc.

On longliners it is important to note if any fish or fish offal are thrown overboard during either setting or hauling. It is also important to note where fish or fish offal are thrown overboard i.e the front, aft of vessel and if from the side if this is the same side and the mainline during setting / hauling.

OBSERVATIONS / COMMENTS, OTHER GEAR, UNUSUAL USE OF GEAR

Write about anything special observed about this boat and its equipment or crew compared to other boats observed.

Comment if equipment is not working, not used or is used in an unusual way and describe fishing gear that is different to equipment observed on other longliners, recording the make, model, special characteristics and usage of this new gear.

If there is lots to write about (good) write in the observer's daily journal and in the proper place in the trip report then write brief notes here but include page No.s so that others can easily find what is written in the journal and trip report.

SPC/FFA REGIONAL LONGLINE OBSERVER - SET and HAUL INFORMATION

FORM LL - 2 / 3

REV. MAR. 2014

OBSERVER NAME	VESSEL NAME	OBSERVER TRIP ID NUMBER	SET No.	PAGE OF
---------------	-------------	-------------------------	---------	---------

LONGLINE SET SPECIFICATIONS						TARGET SPECIES		ALL MUST BE RECORDED	START OF SET				
No. OF HOOKS PER BASKET		LINE SETTING SPEED - m/s kts (circle one)		VESSEL SPEED FOR SETTING (kts)		('X' to indicate)			SHIP'S DATE AND TIME				
TOTAL No. OF BASKETS		BRANCHLINE SET INTERVAL (s)		SHARK LINES on floats (Hook No.99s)		TUNA			YY	MM	DD	h h	m m
TOTAL No. OF HOOKS		BETWEEN BRANCHLINES (m)		Number.:		LENGTH (m):			SWORDFISH		UTC DATE AND TIME		
LENGTH OF FLOATLINE (m)		LENGTH OF BRANCHLINES (m)		WERE TDRs DEPLOYED ?		Y / N		SHARK					

SET LOG	SHIP'S TIME	LATITUDE (dd° mm.mmm')	N	LONGITUDE (ddd° mm.mmm')	E	MITIGATION (were any of the following used for this set ?)		BAIT USED (total weight for EACH species)						
	START SET					TORI POLES	Y / N	SPECIES						
	Were all "Start" and "End" positions observed directly? Y / N					If "N" explain in comments	BIRD CURTAIN	Y / N	(KG)					No. of LIGHT STICKS
						WEIGHTED LINES	Y / N	HOOK NOS						
	END SET					UNDERWATER SETTING CHUTE	Y / N	BAIT DYED BLUE	Y / N	Y / N	Y / N	Y / N		

HAUL LOG	START HAUL				WAS OFFAL DISCHARGED DURING SETTING OR HAULING?	Y / N	COMMENTS - use for comments from both setting and hauling. Use lower portion for personal workings if necessary.			
					Ship's time					
					UNUSUAL SET DETAILS					
END HAUL					TOTAL BASKETS OBSERVED DURING HAUL (add up the total baskets monitored from the bottom of each Form LL-4 used in this set)		DID YOU OBSERVE ANY EVENTS TO RECORD ON FORM GEN-3 TODAY ?		circle one YES NO	reported in Journal pg #

Use as many Form LL-2/3s per set and haul as necessary (usually one). N.B. (VERY IMPORTANT) - if there is a species target change part way through setting (e.g. completely different branchlines or very different setting depths are used) even if still using the same mainline, then start a new Form LL-2/3 for the different section of the set. (For clear + major changes only !)

Observer Name and Vessel Name: Always print each of these names out in full (e.g. an observer name "John Masa", and a vessel name "Hai Hsiang No. 959")

Observer Trip ID Number: Number issued by the authority you are working for. (e.g. John H. Masa, on his 3rd trip in 1996 may get Trip ID No.: "JHM 96-03").

Set No.: (for observer use only) - start at "Set No. 1", "Set No. 2", etc., all through a trip.

Page of: Number Form LL-2's through trip as Page 1, Page 2, Page 3, etc. At end of trip, check all pages are there (again). Put the last page number on every page (e.g. if 36 pages then the first page will be "Page 1 of 36", the fourth page, "Page 4 of 36" and the last page will be "Page 36 of 36").

No. of hooks per basket: See the basket diagram in bottom right for example

Total No. of Baskets, Total No. of Hooks: These are the totals for the entire set.
 $\text{<Total No. of Hooks>} = \text{<Total No. of Baskets>} \times \text{<No. of Hooks per Basket>}$

Length of Floatlines (m), Length of Branchlines (m): See diagram in wxbook.

Vessel Speed (kts): Watch the GPS or speed log over several seconds to estimate average speed of vessel. Record to one decimal point (e.g. "9.7" knots).

Vessel Speed (kts): Watch the GPS or speed log over several seconds to estimate average speed of vessel. Record to one decimal point (e.g. "9.7" knots).

Line Setting Speed - m/s kts (circle one): Record only if the vessel has a line shooter - must **circle** correct "m/s" or "kts". N.B.: (m/sec = kts/2) and (length = sec $\times$ m/sec)

Branchline Set Interval (s): Recorded only from vessels with branchline timers.

Between branchlines (m): Distance *between branchlines* may be hand measured (in metres) or calculated by the observer using the formula: $\text{Line Setting Speed} \times \text{Branchline Set Interval}$, or if not available, ask fishing master etc for the distance *between branchlines*

Shark lines on floats (Hook No.99s): If vessel has special lines tied directly to the floats to catch extra sharks, count the total Number used in the set. What is their usual Length (m)? N.B. Do not count a shark line on a float as one of the "hooks per basket"

Were TDRs deployed? Y/N: Circle Y (yes) if one or more temperature depth recorders are deployed at any time during the set

Target Species - Cross the box/es next to the main species the vessel is targeting during set. It is usually just one species but it could be more than one. **N.B.** to target a species gear must be set especially to catch that species. Retained bycatch was targeted.

Start of Set, Ship's date, Ships time, UTC date, UTC time: At the start of each set you must record the time and date that the ship's clock (and your watch) are set to, and the UTC time and date as read from the GPS. At all other times use only Ship's time. Remember UTC date can be different from the Ship's date.

Start and End of Set and Haul: Complete for every single set even if not fully monitored. The observer should read the GPS directly and must explain in "Comments" if they have not. The remaining lines in the Haul Log must be filled at approximately every hour.

Start and End of Set and Haul: Complete for every single set even if not fully monitored. The observer should read the GPS directly and must **explain** in "Comments" if they have not. The remaining lines in the *Haul Log* must be filled at approximately every hour.

Latitude, Longitude, N, S, E, W: Record GPS positions in degrees, minutes and decimals, to three decimal places. Do not forget to enter north or south and east or west correctly

Bait Used - Species, Kg: Record species and weight (in kg) of each bait used. Bait Used - Hook Nos: Usually, if a boat uses more than one bait species it will put the same bait on the same hook numbers (see diagram) in each basket (e.g.: squid might go on hooks 3 and 4 while sardines go on hooks 1, 2, 5 and 6). Record the hooks for each bait type "hook nos". Blue dyed bait - if bait used has been dyed blue circle "Y" for yes. Otherwise circle "N" for no. No. of Light Sticks Used: If lightsticks were used record the total number used in the set.

Comments: Note significant conditions that affect set strategy or cause problems - unusual wind/sea state; SSI contacts; accidents; any unexpected event. Include events from Soak Time, even if asleep but found out from crew later. Record reasons that observer monitoring stopped for 30 minutes or more. If suitable record ship's time in column next to comments.

Total Baskets Observed and Events on FORM GEN-3 - These fields must be completed

MITIGATION: TORI POLES: High vertical pole placed at the stern, has trailing line with plastic streamers attached. BIRD CURTAIN: Horizontal pole with vertical streamers positioned on side (+ stern side of the setting station). WEIGHTED LINES: Approx. 60 to 100g of weight placed on branchline 1-3 meters away from hook. SETTING CHUTE: Equipment that ensures the line is set below the waterline. FISH OFFAL DISCHARGE: Indicate if any fish waste (including bait) was thrown overboard at anytime during setting or hauling.

Unusual Set Details: The information recorded in the "Longline Set Specifications" fields represents the most common or average data during setting. If the setting specifications are deliberately or intentionally changed at some point during the setting, then note these changes in the "Unusual Set Details" area. For instance, if the number of hooks between baskets is always 30, and then the Captain deliberately reduces the number to 15 (to get a shallower line), then record 30 in the standard 'no. of hooks per basket' data field and write "Captain reduced no. of hooks per basket to 15 for the last 10 baskets" in the unusual set details area. Do not write general comments about setting in this area.

SPC/FFA REGIONAL LONGLINE OBSERVER CATCH MONITORING

FORM LL-4

REVISED DEC. 2014

OBSERVER NAME				OBSERVER TRIP ID NUMBER				SET No.		PAGE OF	
VESSEL NAME				MEASURING INSTRUMENT		SHIP'S START OF SET DATE AND TIME Y Y M M D D h h m m				START OF HAUL DATE Y Y M M D D	

CATCH DETAILS

	SHIP'S TIME	HOOK No.	SPECIES CODE	CONDITION CODE		LENGTH (cm) CODE		WEIGHT (kg)		FATE CODE	SEX M, F, I, U	COMMENTS
				CAUGHT	DISCARD							
1												
2												
3												
4												
5												
6												
7												
8												
9												
10												
11												
12												
13												
14												
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23												
24												
25												
26												
27												
28												
29												
30												
31												
										← Tally area	Baskets monitored while filling this page:	Total:

CATCH MONITORING

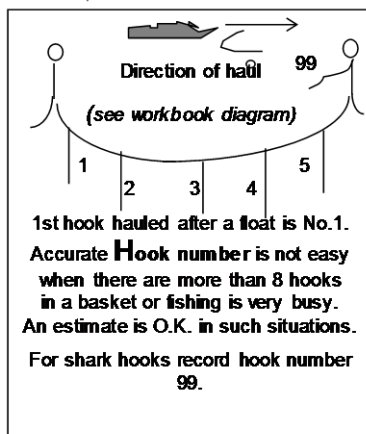
Notes on FORM LL - 4

OBSERVER NAME		OBSERVER TRIP ID NUMBER		SET No.:	PAGE OF
Line numbering Helps with data entry and observer reporting i.e see page 10 line 15.		This header should be filled in completely, as described in the notes for FORM LL-2/3		SHIP'S START OF SET DATE AND TIME Y Y M M D D h h m m	
				START OF HAUL DATE Y Y M M D D	

CATCH DETAILS

SHIP'S TIME	HOOK No.	SPECIES CODE	CONDITION CODE		LENGTH		WEIGHT		FATE CODE	SEX M,F,I,U	COMMENTS
			CAUGHT	DISCARD	(cm)	CODE	(kg)	CODE			
1 1720	1	BET	A1	—	152	UF	85	WW	RGG	F	Gonad sample No.3
2											

LINE NUMBER for referencing in JOURNAL etc



Record only when scales onboard. Weight codes describe the state of a fish at the time it was weighed. This can be different to the state of the fish recorded as part of fate code.

Code	Description
WW	Whole weight
GG	Gilled and gutted
GH	Gutted and headed
GT	Gilled, gutted and tailed
GX	Gutted, headed and tailed
GO	Gutted only (gills left in)
FW	Fillets weight
TW	Trunk weight
SF	Shark fin

Sex: M = male, F = female, I = indeterminate (I - you inspected the gonads but could not decide what sex it is) U = unknown (U - the gonads were not checked)

Use the **COMMENTS** column for other information you think is important about a particular catch item e.g. - to record sample numbers if collecting samples, or to record number of photograph if taking photos. The tag number of any landed and tagged fish can be recorded here.

Hook No: 99. All lines that are attached to floats to catch sharks must be recorded as Hook No. 99

SHIP'S TIME	HOOK No.	SPECIES CODE	CONDITION CODE CAUGHT DISCARD	LENGTH (cm) CODE	WEIGHT (kg) CODE	FATE CODE	SEX M,F,I,U	COMMENTS
-------------	----------	--------------	----------------------------------	---------------------	---------------------	-----------	----------------	----------

Condition codes which describe the animal's health, are needed for when it is first **CAUGHT** and again if it is **DISCARDED** (released, thrown away, escaped).

Code	Description
A0	Alive (not categorized into A1, A2, or A3)
A1	Alive, healthy
A2	Alive - injured, distressed
A3	Alive, but dying
D	Dead
U	Condition unknown

Length code describes what part of the fish or animal is being measured

Code	Description
TL	tip of snout to end of tail
UF	upper jaw to fork in tail
LF	lower jaw to fork in tail
PF	pectoral fin to fork in tail
TW	total width (tips of wings - rays)
CL	carapace length (turtles)
NM	not measured

Fate codes describe whether the fish was kept (retained) or thrown away / released (discarded).

Also - how and/or reason processed / discarded Important to select one **most informative** code !

Code	Description
RGG	Retained - gilled and gutted (for sale)
RGT	Retained - gilled gutted and tailed (for sale)
RWW	Retained - whole
RPT	Retained - partial (e.g. fillet, loin, trunk)
RFR	Retained - both fins and trunk (sharks)
RHG	Retained - headed and gutted (billfish)
RSD	Retained - but shark damaged
RCC	Retained - for crew consumption
RGO	Retained - gutted only.
ROR	Retained - other reason (specify)

Species codes. Use the FAO 3-letter codes. Most commonly caught longline species are listed here but you should always carry a full list of FAO species codes.

Code	Common Name	Code	Common Name
YFT	Yellowfin	FAL	Silky shark
BET	Bigeye	LMA	Long finned Mako shark
ALB	Albacore	SMA	Short finned Mako shark
SKJ	Skipjack	OCS	Oceanic white-tip shark
MLS	Striped Marlin	PTH	Pelagic Thresher shark
BUM	Blue Marlin	BTH	Bigeye Thresher shark
BLM	Black Marlin	BSH	Blue shark
SWO	Swordfish		
SFA	Sailfish		
SSP	Short-billed Spearfish		
WAH	Wahoo		
DOL	Mahi mahi		
LAG	Moonfish (Opah)	TST	Sickle pomfret
OIL	Oilfish	BRZ	Pomfrets and Breams
LEC	Escolar	BIZ	Birds
RRU	Rainbow runner		

N.B. Avoid using group codes if a species code will work

Baskets monitored while filling this page

Count (tally) the baskets (floats) that come aboard as you monitor the catch. This is important to calculate percentage of hooks monitored.

Code	Description
DFR	Discarded trunk - fins retained (sharks)
DGD	Discarded - gear damage (tuna only)
DSD	Discarded - shark damage
DWD	Discarded - whale damage
DUS	Discarded - uneconomic species
DDL	Discarded - too difficult to land
DSO	Discarded - (struck off close)
DCF	Discarded - (cut free or far)
DTS	Discarded - too small (target species)
DPQ	Discarded - poor quality
DPA	Discarded - alive (DPA)
DPD	Discarded - species of special interest
DPU	Discarded - unknown condition (DPU)
DOR	Discarded - other reason (specify)
ESC	Escaped

The perfect observer will monitor every hook in every basket hauled on board. However, observers are human so when monitoring stops record time and reason on a line of FORM LL-4. Record time and "returned to monitoring" on the next line when observer returns. The **basket count** is to calculate % of hooks actually monitored by observers to give scientists a true picture of how efficiently the vessel catches fish. **DO NOT** count unmonitored baskets.

|||||

Tally area

Baskets monitored while filling this page:

Total: 53

OBSERVER PROGRAMME:	SPC/FFA REGIONAL POLE-AND-LINE OBSERVER GENERAL INFORMATION	FORM PL-1
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REVISED MAR. 2014

TRIP DETAILS										
OBSERVER	NAME		TRIP START LOCATION				TRIP START (SHIP DATE AND TIME)			
							YY	MM	DD	hh mm
	NATIONALITY	TRIP ID NUMBER	TRIP END LOCATION				TRIP END (SHIP DATE AND TIME)			
							YY	MM	DD	hh mm
VESSEL NAME:			FISHING PERMIT OR LICENCE NUMBER(S):				VESSEL DEPARTURE PORT		VESSEL DEPARTURE DATE	
									YY	MM

VESSEL				CREW NATIONALITY					
VESSEL OWNER:				COUNTRY REGISTRATION No.		CAPTAIN:		FISHING MASTER:	
VESSEL CAPTAIN:				IRCS or UVI No.		OTHER CREW:		How many ?	
FISHING MASTER:				FLAG		OTHER CREW:		How many ?	
LENGTH: M Ft		GROSS TONNAGE: mT		FISHHOLD CAPACITY: mT		OTHER CREW:		How many ?	

ELECTRONICS		GPS	Y / N	USAGE	DEPTH SOUNDER		Y / N	USAGE	
		TRACK PLOTTER	Y / N				SST GAUGE	Y / N	
		USAGE	MAKE	COMMENTS					
ADVANCES	EQUIPMENT TYPE		Y / N						
	EQUIPMENT TYPE		Y / N						
IN TECH	BIRD RADAR		Y / N						
	SONAR		Y / N						
	RADIO BUOY DIRECTION FINDER		Y / N						
	GPS BUOY		Y / N						
	DOPPLER CURRENT METER		Y / N						
	XBT (BATHY THERMOGRAPH)		Y / N						
VMS SYSTEMS	1		Y / N						
	2		Y / N						
COMMUNICATION SERVICES		PHONES	SATELLITE:	Y / N	Phone #		MOBILE:	Y / N	Phone #
		OTHER	FACSIMILE:	Y / N	Fax #		EMAIL:	Y / N	Email:
INFORMATION SERVICES		WEATHER	WEATHER FAX	Y / N	SATELLITE MONITOR	Y / N			
		OTHER	Y / N	url :	Phytoplankton	Y / N	SST	Y / N	Sea Height

FISHING GEAR				USAGE	
AUTOMATIC POLING DEVICES			Y / N		
MAKE		MODEL			
WASTE DISPOSAL SYSTEM			Y / N		
DESCRIBE					
BAIT WELLS	No.	Are bait wells low temperature controlled?	Y / N		

SAFETY EQUIPMENT										
PROVIDED FOR OBSERVER:							Y / N / O	No. of LIFE BUOYS / LIFE RINGS		
LIFE JACKET				SUITABLE SIZE			Y / N			
AVAILABILITY (circle one)			Easy	Moderate	Hard					
EPIRBs (No)		Total (all)	Ex- pired	LIFERAFTS No. of people and Inspection due date (D) or last date of inspection (L) (D-mm/yy or L-mm/yy)			1	2	3	4
406										
other										

OBSERVATIONS / COMMENTS, OTHER GEAR, UNUSUAL USE OF GEAR (write brief notes here and a full description in trip report)	USAGE CODES (for "USAGE" columns) ALL - used all the time in fishing TRA - used only in transit OIF - used often in fishing SIF - used sometimes in fishing RAR - rarely used BRO - broken now but used normally NOL - no longer ever used N.B. - fishing can be searching, bait or tuna fishing, investigating, etc.
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GENERAL INFORMATION

Observer programme :-

REVISED MAR. 2014

record the country code if working for a national programme
or the abbreviation if a regional programme (e.g.: USMLT, FSMA, PNA, SPC, ROP, etc.)
of the authority / provider that has allocated this trip

A complete fishing trip is defined as 'from one full or partial unloading to the next full or partial unloading'.

If an observer trip is not over a normal complete fishing trip the reasons why must be in the trip report - also see "Partial trips" notes, below.

N.B.: Wherever there is a **Y / N** (yes or no) option for an item, either the "**Y**" or the "**N**" must be circled

Trip Details

For dates and times
use SHIP'S DATES
and TIMES

Observer

Name : Print name in full - first name first and family name last (e.g. "John Masa").

Nationality : Record the nationality as it is shown in the observer's passport

Trip ID Number : Print number issued by the authority sending you on this trip.

(e.g. John H. Masa, on his third trip in 1996 might be issued Trip ID Number: "JHM 96-03").

Start of trip (Ship date and time) : when vessel lets go ropes or hauls anchor to leave port or observer transfers at sea.

End of trip (Ship date and time) : when the vessel ties up or drops anchor in port or observer disembarks at sea.

Trip Start Location / Trip End Location / Vessel Departure Port : Record in all three boxes even if it is the same port.

(YY = Year) - (MM = Month) - (DD = Day) - (hh = hour) - (mm = minute) - (dd = degree)

N.B.: an observer trip starts only once the actual vessel to be observed is boarded and ends when disembarking that vessel.

Partial trips - If boat is embarked or disembarked at sea:

Record 'Trip Start Date and Time' as time of transfer between boats and 'Trip Start Location' as "At sea"; and

Record 'End of Trip Date and Time' at time of transfer off vessel and 'End of Trip Location' as "At sea"

- in both situations the "At sea" should be followed by the position recorded in degrees and minutes (dd°mm').

Observer meeting host vessel at sea must record position and 1st activity in PL-2 forms as soon as possible after boarding

Multiple trips - treat work on 2 (or more) different vessels while at sea as 2 (or more) trips, each with its own forms.

Vessel

Vessel Name : Full name of vessel including a number if appropriate - No abbreviations ! (e.g. "The Lucky")

Vessel owner, Vessel Captain, Fishing master : Print full names whenever possible.

Country Registration : Number issued by country in which the vessel is registered (e.g. "ME1-808").

Flag : Name of country in which the vessel is registered (e.g. "Japan").

IRCS (international radio call-sign) or UVI No : The IRCS should be painted on the side but do not confuse it with a license number which may also be painted on the side of the vessel,

The UVI - The WCPFC requires all vessel over 100 GT to have a unique vessel identifier before June 2016, and while this won't apply to PL vessels for another while, you can record the number here if it appears on the vessel's paperwork.

Vessel Captain - ID Document / No. : Along with the Captain's and Fishing Master's full names record

Fishing Master - ID Document / No. : identification document types and the document numbers for each of them

The preferred document is a Captain or Master's license but another, such as their passport, will do if that is not possible.

Fishing Permit or Licence Number(s) : If the vessel is registered in the coastal state, then print the fishing licence

number issued by the coastal state. If the vessel fished under one or more bilateral access agreements,

then record the fishing permit number issued by each of the coastal states. If the vessel fished under a

multilateral treaty, then print the fishing permit number issued to the vessel under the multilateral treaty.

Length : } The place to find vessel's length overall (LOA) and gross tonnage is on registration papers. M=

Gross tonnage : } Meters, Ft = Feet.

} Be alert for any signs that suggest there has been a change to length and/or gross tonnage.

} If changes are suspected provide as much extra information as possible in observer trip report

Fish Hold Capacity : (record in metric tonnes (mT)) can usually be found in deck plans and engineer's logs.

Record the total space for all holds that can carry fish regardless of whether they are being used to carry fish on this trip

Crew Nationality

Captain and Fishing Master (under "Nationality") : Record the nationality of the Captain and/or the Fishing Master (eg: Taiwan

Other Crew : For each nationality of crew (not Captain or Fishing Master) report nationality and how many of that nationality.

Electronics

* **Advances in technology** : Empty lines are to record new equipment or major upgrades to the current electronics or any types of advances in fishing electronics technology. Don't record old pieces of equipment not listed like radio etc. Write about any new equipment or advances in technology in journal and trip report.

Usage : use codes (bottom front of form) to show how much each piece of equipment, for which "Y" is circled, is used

Y/N : (Circle "Y" or "N" (yes or no) to show if each item is present or not present on board)

Comments (equipment usage) : Make a note about each piece of equipment's use during the trip (sometimes, never, very old, out of order etc.) Make a comment if it is used in an unusual way.

Binoculars : Number /Power .Write down the different powers of binoculars used and the amount in each category (example : 2 x 8 x 50, 2 x 10 x 50 and 1 x 15 x 70)

VMS - 1 and **VMS-2** : Record system type (e.g.: InMarSat-C, Iridium, Argos) for each "vessel monitoring system" used by the

System type : Record the manufacture's name (e.g. Trimble, Thrane and Thrane, Furuno etc) and the model of the MTU unit, if possible.

Communication services : If vessel has satellite and/or mobile phone and/or fax and/or email address, record contact details.

Information services : Weather info may be faxed. Weather and/or other info may be sent in other ways to onboard computer

Circle Y or N to show if they get information on sea-surface temperature (SST), phytoplankton densities or sea height.

If they are receiving another type of information record that in "Comments" and write about it in your trip report.

If "Y", record the url (website address) below the "Y / N" and write more about the website in your written report.

Fishing Gear - (Automatic Poling devices)

Record the number of automatic poling devices onboard the vessel.

Comments whether all are used and if they are in good working order.

Bait Wells

Bait wells # - Record the total number of bait wells that the vessel has.

Circle Y or N to show if any of the bait wells are low temperature wells.

Waste Disposal System

Circle Y or N to show if the vessel has equipment and / or follows standard procedures to manage fish offal or other waste.

Examples of equipment include incinerators, crushers, shredders, compacters, balers, meal plants, etc. Examples of procedures might be keeping all plastic waste until the end of the trip. If present describe how these are used and how effectively they are used in your trip report. (i.e. what pollution control process does the vessel have?).

Describe This data field is very small so mark the journal page where the description is written

Safety Equipment (obtain as much information as possible without intruding)

Life jacket : if your own (or fisheries) circle "O". Else circle "Y" or "N" to show if vessel showed you one for your own use

Was it a good size ? Was it (*easy*) available, available but not easy (moderate) to get to, or (*hard*) to find

Lifebuoys/life rings - count all to be found

EPIRBs - count total and count any with expired battery renewal dates.

Life rafts - find info on labels on life-rafts. If, **after careful check**, dates are not found, record "DND" for 'dates not displayed'.

Observations / Comments, Other Gear, Unusual Use of Gear

Record notes if you think there is anything special about this boat or its crew compared to others.

Comment if equipment is not working, not used or used in an unusual way. Describe fishing gear if different to equipment you see on other longliners and record make, model, special characteristics and **usage** of this new gear.

If you have lots to write about (good) do so in your diary and in a special section in your trip report then only put a brief note here with a reference to page numbers in your diary and trip report.

SPC/FFA REGIONAL POLE AND LINE OBSERVER DAILY LOG

FORM PL - 2

REVISED DEC. 2014

OBSERVER NAME						VESSEL NAME						OBSERVER TRIP ID NUMBER				PAGE OF		
SHIPS TIME	LATITUDE (dd ° mm.mmm')	N S	LONGITUDE (ddd ° mm.mmm')	E W	ACTIVITY CODE	SCHOOL		BAIT				No. of BUCKETS	COMMENTS (and Set No. - from PL-3)	START OF DAY (YYYY-MM-DD)				
						ASSOC.	DETECT	SPECIES 1	SPECIES 2	SPECIES 3	SPECIES 4			SHIP'S DATE	SHIP'S TIME			
															UTC DATE	UTC TIME		
															ALL MUST BE RECORDED			
															BUCKETS OF BAIT ONBOARD:			
															ACTIVITY CODES 1 Spraying, chumming or poling 2 Searching 3 Transit 4 No fishing - breakdown 5 No fishing - bad weather 6 In port - please specify 7 Anchored in bait grounds 8 Investigate free school 9 Investigate floating object 10D Deploy - raft, FAD or payao 10R Retrieval - raft, FAD or payao 11 No fishing - drifting at day's end 12 No fishing - drifting with log 13 No fishing - other (please specify) 14 Bait fishing 15D Retrieve - Buoy (change only) 15R Deploy - Buoy (change only) 16 Bait buying 17 Servicing FAD or floating object SCHOOL ASSOCIATION 1 Unassociated 2 Feeding on baitfish } Free schools 3 Drifting log, debris or dead animal 4 Drifting raft, FAD or payao 5 Anchored raft, FAD or payao 6 Live whale 7 Live whale shark 8 Other (please specify) 9 No tuna associated HOW DETECTED 1 Seen from vessel 2 Seen from helicopter 3 Marked with beacon 4 Bird radar 5 Sonar / depth sounder 6 Info. from other vessel 7 Anchored FAD / payao			
FLOATING OBJECT AND SCHOOL SIGHTINGS		FLOATING OBJECT AND SCHOOL SIGHTINGS <i>Example</i>		Anchored floating objects		Free floating objects (no anchor)				Free schools		DID YOU OBSERVE ANY EVENTS TO RECORD ON FORM GEN-3 TODAY ?		Journal pg#				
		Tally	Total	(with NO school)	(with school)	(with NO school)	(with school)	Tally	Total	Tally	Total	Tally	Total			YES NO (circle one)		
		Tally	Total	Tally	Total	Tally	Total	Tally	Total	Tally	Total	Tally	Total	YES NO (circle one)				

OBSERVERS DAILY LOG

OBSERVER NAME	First name first and last name last. Be sure to print full name.		
VESSEL NAME	Vessel's full name with no abbreviations. E.g, the "Captain Kalahari 3" should not be abbreviated to the "Capt. Kalahari".		
OBSERVER ID NUMBER	This number is issued to you before you leave port and should be used on all forms. The number will not change for the entire trip. Place at the top of every Form or other paper collected.		
PAGE OF	Number each Form PL - 2 sequentially. Continue until trip is completed. For example: the fifth page of 36 pages is written as "page 5 of 36".		
START OF DAY	YYYY-MM-DD (Use year-month-day format).		
SHIP'S DATE	Write the date that the officers and crew use on the vessel		
SHIP'S TIME	Write the time that the officers and crew are using (the time that is on the ship's clock).		BUCKETS OF BAIT ONBOARD At start of day assess amount of bait onboard available for fishing (left over from previous day plus bait added last night).
UTC DATE	Get the date from the GPS at the same time as you record the date the vessel is using. Note that the date on the GPS (UTC) could indicate a different date. Still report this date.		
UTC TIME	Get "UTC time" from the GPS at the same time as you record "Ship's time". Note that "UTC time" (from GPS) will usually differ from "Ship's time" unless the vessel is using		
SHIPS TIME	Record the "Ship's time" every time the activity changes (as often as necessary). Record all codes and other details for each activity.		

ACTIVITY LOG

LATITUDE and LONGITUDE	Get this from the GPS and always record in degrees, minutes and minutes to 3 decimal places. This is how it is usually shown on the screen. If the GPS shows seconds instead of 3 decimal places of minutes, then record the seconds but note that you recorded seconds in the comments	Activities involving FADs/floating objects must relate to records in the GEN-5 forms (FAD and Floating Object Information)
Latitude	dd = degrees; mm = minutes; mmm = decimal minutes. If less than 10 degrees, always put zero in front of number (e.g: "5" is written "05")	
Longitude	ddd = degrees; mm = minutes; mmm = decimal minutes.	
N / S and E / W	Check the GPS. This is very important! Never forget to record N, S, E or W beside the position.	
ACTIVITY CODE	These codes are on the front. Only use one activity code at a time even if two codes seem to fit. Choose the best one. If there are two possible activities for the same time, record the code for the main activity on the sheet, then comment on the other activity in the "Spraying, Chumming or Poling" starts when the vessel starts trying to attract fish by chumming bait, using sprayers or other means "Spraying, Chumming or Poling" ends when no more fish are being caught and vessel starts searching for another school or starts another activity (new Activity Code). Small periods (minutes) of not fishing are common (when vessel moves to catch up with fish for example) and should not mark the end of a Code "1" period.	
SCHOOL ASSOC.	The "SCHOOL ASSOCIATION" codes are used to show if the school with a floating object, a marine mammal or whale shark or is a free school. If it is a free school then the "SCHOOL ASSOCIATION" codes show if it is feeding on a school of baitfish (not the vessel's bait) or not associated with anything.	
DETECT	Use "HOW DETECTED" codes to <u>best</u> describe how your boat found the fish. If more than one code fits use the one that best describes how the fish were found.	
COMMENTS	Make extra notes about anything that you think may <u>add</u> useful information to the information that is already on this daily log form. If you need more room for writing this information put it in your daily journal and write "see Journal page no ??" in the comments.	

BAIT FISHING

SPECIES 1, 2, 3	If the activity code is "14" (Bait fishing) or "16" (Bait buying) record the three most common species that are caught or bought. Use FAO species codes. Only use the family group codes provided if you are unable to identify the bait down to species level.
NO. OF BUCKETS	Total number of buckets of bait brought onto boat to put into the bait wells - associated with either of the two Activity Codes "14" and "16" - bait fishing and bait buying.
IMPORTANT NOTES!	If the boat runs out of bait causing the boat to stop fishing (change activity), record "No More Bait" in the comment column in the line that you record the next activity. The Activity Code "Bait fishing" starts when the vessel first starts to set any gear (not counting the lights) to catch bait. Bait fishing ends (the next Activity starts with a new code) when the bait catching gear is pulled back on board again. Bait buying covers the period from start to finish of loading of purchased bait

FLOATING OBJECTS AND SCHOOL SIGHTINGS

IMPORTANT NOTES!	A floating object can be a tree, log, drum, FAD, payao or any other floating debris. Fish not associated with a floating object are free schools. Free schools can be either "feeding on bait fish" or completely on their own "unassociated".
Tally Total	During the day make a stroke every time you see something. At the end of the day add the strokes and write in the total.

SPC/FFA REGIONAL POLE-AND-LINE OBSERVER CATCH DETAILS

FORM PL - 3

REVISED DEC. 2014

VESSEL NAME			OBSERVER NAME			OBSERVER TRIP ID NUMBER		PAGE OF	
SHIP'S DATE		SPRAYING, CHUMMING and POLING time:	START		FINISH		No. POLES OPERATING		MEASURING INSTRUMENT
YY	MM DD		h h	m m	h h	m m	CREW	AUTO	

COMMENTS

TARGET SPECIES				OTHER SPECIES				COMMENTS
SPECIES CODE	FATE CODE	CATCH		SPECIES CODE	FATE CODE	CATCH		
		mT	No.			mT	No.	
SKJ								
YFT								
BET								

How many tags were recovered ?		TAG #		SPECIES		SEX		LENGTH (cm)		WEIGHT (kg))	
--------------------------------	--	-------	--	---------	--	-----	--	-------------	--	--------------	--

SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)
1		21		41		61		81	
2		22		42		62		82	
3		23		43		63		83	
4		24		44		64		84	
5		25		45		65		85	
6		26		46		66		86	
7		27		47		67		87	
8		28		48		68		88	
9		29		49		69		89	
10		30		50		70		90	
11		31		51		71		91	
12		32		52		72		92	
13		33		53		73		93	
14		34		54		74		94	
15		35		55		75		95	
16		36		56		76		96	
17		37		57		77		97	
18		38		58		78		98	
19		39		59		79		99	
20		40		60		80		100	
Σ lengths		Σ lengths		Σ lengths		Σ lengths		Σ lengths	

	TARGET SPECIES			OTHER SPECIES			
	SKJ	YFT	BET				
Number Sampled:							
Sum of lengths:							
Average length:							

CATCH DETAILS

Notes on FORM PL-3

Revised March 2014.

Use a new Form PL-3 for each continuous period of "SPRAYING, CHUMMING and POLING".

"SPRAYING, CHUMMING and POLING" includes any activity directly related to getting fish on board. Spraying, chumming and poling occurs only after the fish are found by searching or at an anchored FAD. Short times (minutes) not spraying, chumming or poling are still part of the same Activity Code "1" period.

There is no need to complete this form if no fish are caught, but **be sure** to record the details (start time, position, activity code "1", etc.) on Form PL-2 (Daily Log). Don't forget to correct the "START TIME" on this Form PL-3 if you then use it for the next period of "spraying, chumming and poling" activity.

Details

VESSEL NAME	Full name. E.g., don't abbreviate the "Captain John Smith" to the "Capt J. Smith"
OBSERVER NAME	First name first, last name last, make sure to print full name.
OBSERVER ID NUMBER	This number is issued before you leave port and should be used on all forms. The number will not change for entire trip. Place wherever required on all forms.
PAGE OF	Number each Form PL-3 sequentially through trip. The last page number will be number for the "of" field. E.g., if a total 26 Form PL-3's were used, first form would be "Page 1 of 26", 16th "Page 16 of 26" and the last "Page 26 of 26".
SHIPS DATE	The date that is being used on the vessel by officers and crew as year-month-day.
SPRAYING, CHUMMING, POLING	START - When the vessel starts trying to get fish to bite by chumming bait, using sprayers It is very Important to record the start time exactly the same as you record it under "SHIP'S TIME" when entering activity code "1" (Spraying, chumming and poling) on Form PL-2, the Daily Log. FINISH - When no more fish are being caught and the vessel starts another activity. The same time as "SHIP'S TIME" for start of next activity recorded on Form PL-2. Short times of no spraying, chumming or poling are included in the same period.
No. OF CREW POLING	This should be one count taken when the fishing activity is well established (not right at the beginning or right at the end).
No. OF FISH SAMPLED	Try to measure at least 50 fish per fishing period and up to 100 fish for big catches. Grab any fish, regardless of species or size, that is in your random sampling area.
MEASURING INSTRUMENT	And its size, e.g.: 1m measuring board, 1.5m calipers, 2m deck tape, etc.
COMMENTS	Use this especially to describe how you sampled and for notes about discards.

Catch and Sample

SPECIES CODE	Use an FAO three letter code. Main species are listed on the bottom of the form. Important ! Use a separate line to record discards amounting to more than just a few (5 or 6) fish. Give the reason for discard in the "COMMENTS" section above.
CATCH (mt) / (number)	Put the number or weight of fish whichever is appropriate, or both if available. All weights must be written as "mt" (metric tonnes). E.g.: 200kg is 0.2 mt.
FATE CODE	Shows what happened to the fish. Most common fate codes are in the table below.
NUMBER OF TAGS RECOVERED	Record all details, as requested, for any tags recovered in this set

Sampling

SPECIES CODE (1- 100)	Record species code for each fish you measure in the same order they are sampled.
LENGTH	The length of tuna (Upper jaw to fork length - UF) is measured from the tip of the upper jaw to the fork in the tail (caudal fork). Keep the mouth closed if possible.
Σ LENGTHS (= sum of lengths)	Only add up the lengths in the column above. This is used for data entry checking.

A Number Sampled: Write the total individual species sampled in the appropriate boxes

B Sum of Lengths: Add all the length for each species and enter in the boxes under the headings

C Average Length: Sum of lengths sampled divided by sum of number sampled for each species. $C = A / B$ (to the nearest cm.)

Important points

Fate codes:

- 1 Spread your sampling throughout the entire fishing period.
- 2 Always get a random sample.
- 3 Do not let crew select fish for you even though they are trying to assist.
- 4 **Be sure to separately Identify Yellowfin and Big-eye when sampling**
- 5 Do not measure damaged fish.
- 6 If using a deck tape, make sure fish is on the tape straight when measuring
- 7 For deck tapes ensure the "0" end of the tape is placed against a vertical edge.
- 8 Record length to the nearest centimetre rounded down.
- 9 Take good notes of other species and discards while you are measuring fish.
- 10 Always note species code, especially when there is a change of species.

RWW - Retained - whole weight
 RGG - Retained - gilled and gutted (kept for sale)
 RCC - Retained - crew consumption (onboard)
 ROR - Retained - other reason (specify)
 DTS - Discarded - too small
 DGD - Discarded - gear damage
 DUS - Discarded - undesirable species
 DOR - Discarded - other reason (specify)
 SSI's FATE Codes - Rem to record a GEN-2 form
 DPA - Discarded alive
 DPD - Discarded dead
 DPU - Discarded condition unknown

REV. MAR. 2014

SPC/FFA REGIONAL PURSE SEINE GENERAL INFORMATION

FORM PS-1 (pg 1)

REV. MAR. 2014

OBSERVER	NAME		TRIP START LOCATION		TRIP START (SHIP'S DATE AND TIME)				
					YY	MM	DD	h h	m m
	NATIONALITY	TRIP ID NUMBER	TRIP END LOCATION		TRIP END (SHIP'S DATE AND TIME)				
					YY	MM	DD	h h	m m
VESSEL NAME		FISHING PERMIT / LICENSE No.s			VESSEL DEPARTURE PORT			VESSEL DEPARTURE DATE	
								YY	MM DD

VESSEL OWNER		COUNTRY REG. No.	IRCS	UVI	FLAG	LENGTH M F	GROSS TONNAGE: mt
No. of SPEED BOATS	No. of OTHER ONBOARD AUXILIARY BOATS	Do OTHER TENDER BOATS WORK with CATCHER? Y / N	MAKE / POWER NET SKIFF ENGINE; / hp			VESSEL CRUISING SPEED: kts	
HELICOPTER CHARACTERISTICS	MAKE	MODEL	REGISTRATION NUMBER	EFFECTIVE RANGE KM NM	COLOUR	No. of VESSELS that the HELICOPTER SERVICES: (including this vessel)	

MAKE		MODEL		MAKE		MODEL		BRAIL CAPACITY (of first brail) BRAIL 1		mT	
POWER BLOCK:				PURSE WINCH:							
NET - MAX. DEPTH:	M Y F	NET - MAX. LENGTH:	Metres Yards Fathoms	NET - No. of STRIPS	NET - MESH SIZE (of main body)	CM	IN	BRAIL CAPACITY (of second brail) BRAIL 2		mT	
BRAILING TYPE DESCRIPTION:										LIVE FISH BRAILING: Y / N	

ADVANCE							TECH						
				GPS	Y / N						DEPTH SOUNDER	Y / N	
				TRACK PLOTTER	Y / N						SST GAUGE	Y / N	
						USAGE	MAKE		MODEL		COMMENTS		
ADVANCE in TECH	EQUIPMENT TYPE				Y / N								
	EQUIPMENT TYPE				Y / N								
	AIS				Y / N								
	BIRD RADAR				Y / N								
	SONAR				Y / N								
	GPS BUOYS				Y / N								
	ECHO SOUNDING BUOY				Y / N								
	NET DEPTH INSTRUMENTATION				Y / N								
	DOPPLER CURRENT METER				Y / N								
VMS SYSTEMS	1				Y / N								
	2				Y / N								
COMMUNICATION SERVICES		PHONES	SATELLITE:	Y / N	Phone No.				MOBILE:	Y / N	Phone No.		
		OTHER	FACSIMILE:	Y / N	Fax No.				EMAIL:	Y / N	Email:		
INFORMATION SERVICES		WEATHER	WEATHER FAX:	Y / N	SATELLITE MONITOR		Y / N						
		OTHER	Y / N	url :	Phytoplankton Y / N SST		Y / N		Sea Height Y / N				

	ALL - used all the time in fishing TRA - used only in transit OIF - used often in fishing SIF - used sometimes in fishing RAR - rarely used BRO - broken now but used normally NOL - no longer ever used N.B. - fishing can be searching, setting, retrieving, deploying, investigating, etc.
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GENERAL INFORMATION

Notes on FORM PS-1 (pg 1)

MAR. 2014 N.B.: Wherever there is a Y / N (yes or no) option for an item, either the "Y" or the "N" must be circled

A complete fishing trip is defined as 'from one full or partial unloading to the next full or partial unloading'.

If observer trip does not cover a normal complete fishing trip explain reasons why in trip report - also see "Partial trips" notes, below.

TRIP DETAILS

OBSERVER	NAME and NATIONALITY	First and family names must be in full and in correct order (e.g. "John Masa" not "Masa, John"). Nationality as passport.	
	TRIP ID No.	Print number issued by the authority sending you on this trip. (E.g.: John H. Masa, on his third trip in 1996 might be issued Trip ID Number: "JHM 96-03").	
	TRIP START (SHIP'S DATE and TIME)	Print date using "year year/ month month / day day" format.	USE SHIP'S TIME (and DATE)
	TRIP END	Print time using 24 hour "hour hour : minute minute" format. (e.g. Print five past one on the afternoon on 3rd of January, 1996 as "96/01/03 - 13:05").	
	TRIP START LOCATION / TRIP END LOCATION / VESSEL DEPARTURE PORT:	Record in all three boxes even if the same port. N.B.: Observer trip officially starts and ends only when the vessel on which the catch is actually observed is boarded and disembarked. Partial trips If boat met at sea "Trip Start Date and Time" is day of transfer from transit vessel to observed boat. "Trip Start Location" is "At sea". If transferred off host vessel to another to return to port "Trip End Date and Time" is day of transfer. Trip End Location is "At sea". In each case 'at sea' should be followed by a position in degrees and minutes (dd ⁰ mm') only. Multiple trips - If observing catch on 2 (or more) boats, each new observed boat must be a new trip with separate observer trip ID No. and new forms.	
VESSEL NAME	Full name with no abbreviations. E.g.: a vessel with the name "Captain Paul John Smith" should not be abbreviated to Capt. P.J. Smith.		
FISHING PERMIT / LICENSE NUMBERS	Record all numbers of current fishing licenses on board. This may include more than one license. There should be at least one on board if the vessel fishes in any EEZ waters. Note country the license comes from in brackets alongside number. E.g.: K3453789H (Kiribati).		

VESSEL CHARACTERISTICS

VESSEL OWNER	Name of Company or Person who owns the vessel. This should be in the Registration Papers.		
COUNTRY	Number given by the Country (Flag State) to where the vessel is registered.		
REGISTRATION NUMBER	This can be found in the registration papers of the vessel. Do not confuse this with FFA Regional Registration Number.		
VESSEL FLAG	Country where vessel is registered. E.g.: Japanese purse seiners are usually registered in Japan so their Flag State is Japan.		
IRCS (international radio call sign)	Series of numbers and letters painted on the side of the boat, must be either in black lettering on a white background or white on black.		
UVI - Unique Vessel Identifier	WCPFC requires all vessels over 100 Gross Tonnage to have a UVI after 1st Jan 2016. The number may appear on certificates before 2016. Generally the UVI is the International Marine Organisation number or may be the Lloyd's Register (LR) no.		
NO OF SPEED BOATS	Number of speed boats. Don't count tow boats, or a boat that looks like a speed boat but is only used as a tow boat.		
NO OF AUXILIARY BOATS	Count only the tow boats and light boats that the vessel keeps onboard . Don't count a speed boat if it is already counted.		
Do OTHER TENDER BOATS WORK with CATCHER ?	Boats (ranger boats, light boats, reefers, etc.) not carried on board but work with the catcher boat as a regular part of the fishing strategy. N.B.: do not include such boats, operating as light boats, in the count of "Auxiliary boats onboard". Describe operations in trip report.		
NET SKIFF ENGINE MAKE/ POWER	Brand of engine used in net skiff and the power (horsepower - hp) of the engine. Get this from the skiff driver. E.g.: Caterpillar 3408 (400hp)	LENGTH	GROSS TONNAGE
VESSEL CRUISING SPEED	Ask the captain for the cruising speed of the vessel (not top speed).		
HELICOPTER MAKE/MODEL REGISTRATION NO.	Brand name and model of the helicopter. Ask the pilot if you need to. Registration No. of helicopter. Written on side or pontoons or ask pilot.		
EFFECTIVE RANGE	Distance helicopter can go and return safely, without running out of fuel.		
COLOUR OF HELIC	Main colour or colours of the helicopter		

FISHING GEAR

POWER BLOCK - Make - Model	Brand of main power block on the vessel. The model of the block.	If these cannot be seen, ask the captain, engineer or winch driver. Only fill in this information if sure it is correct.
PURSE WINCH - Make - Model	Brand of main purse winch on the vessel. The model of the winch.	If unsure, record the information in your written report only, with a note.
MAX. NET DEPTH	Deepest depth of the net wall when it has been set.	M = Metres; Y = Yards; F = Fathoms. Make sure you circle the correct unit used on the vessel for net
MAX. NET LENGTH	The length of the net when it has been set.	Make sure you circle the correct unit used for net measurements
NET - No OF STRIPS	Each net is made up of strips of netting sewn together to create the depth of the net (e.g.: if the depth of net is to be 300 metres then 30 strips of 10 metre wide net are required to make the net depth (adding strips deepens the net, removing strips makes it shallower). How many of these strips make up the net? Ask the deck boss or engineer for this information.	
NET MESH SIZE OF MAIN SECTION	The mesh is a different size in different parts of the net. The mesh size required here is the mesh size of the main body of the net. Make sure the units are recorded in "CM" (centimetres) or "IN" (inches). Ask the Deck Boss.	
CAPACITY OF BRAIL	The capacity in metric tonnes . This is needed for the observer to estimate catch brought onboard. If there is a second brail onboard (mostly on Japanese vessels) also record capacity of second brail.	N.B.: call these BRAIL 1 and BRAIL 2 -also for PS-4s.
BRAIL TYPE & LIVE FISH BRAILING	Describe the brailing operation exactly . This should include: how the mouth of the net was held open (i.e. with the skiff or by a boom); design of the actual brail (long or short handle, no handle, x-shaped, etc.); is the brail linked to a boom or the purse davit; etc. If the vessel intentionally brails live fish onboard and processes these tuna differently mark Yes. A full description of the brail type and any live fish brailing should be included in the observer's written report.	
ELECTRONICS-YES / NO	If vessel has a device, circle "Y" (yes); if it does not have the device circle "N" (no). You must circle "Y" or "N" for every device listed.	
USAGE	use codes (bottom front of form) to show how much each piece of equipment, for which "Y" is circled, is used.	
NEW TECH:	Only record new types of equip. or major upgrades to technology here. Not to be used to record old or unlisted equip. i.e. radio. Give a full description of any new equipment or new capability (through upgrades technology) in the journal and then the written report.	
AIS	Automatic Identification System: Transponding unit that will be attached to VHF Antenna, but maybe located inside. The unit will be marked AIS.	
MAKE AND MODEL	Name of company and model (name or number) of each device listed. Don't mix up make and model. E.g.: for a "JRC, JMA - 7790": "JRC" is the brand (make); "JMA - 7790" is the model.	
VMS System:	Record the manufacturer's name (e.g.: Trimble, Thrane and Thrane, Furuno, etc.) and the model of the MTU unit, if possible.	
INFORMATION SERVICES	Vessels may access "Fishery information services" to get instant or daily information on oceanographic features that affect fishing. Commonly accessed info., includes phytoplankton density, sea-surface temperature (SST) and sea height. Describe in written report.	

OBSERVATIONS / COMMENTS, OTHER GEAR, UNUSUAL USE of GEAR

Make notes if there is anything special about this boat compared to others. Comment if equipment is not working, not used or used in unusual way.
Describe fishing gear if different to equipment you see on other purse seiners and record make, model, special characteristics and usage of new gear.
If lots to write about (good) do so in journal and in special section of trip report. Brief note here and refer to page numbers where in journal/ report.

**SPC/FFA REGIONAL PURSE SEINE OBSERVER
GENERAL INFORMATION**

FORM PS - 1 (pg 2)

REV. MAR. 14

OBSERVER NAME	VESSEL NAME	OBSERVER TRIP ID NUMBER
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TOTAL POSSIBLE FISH STORAGE CAPACITY (in metric tonnes):



mT

CREW	NAME	YRS.EXP	NATIONALITY	COMMENTS
CAPTAIN				License No. ?
MASTER				License No. ?
NAVIGATOR				
MATE				
CHIEF ENGINEER				
ASSISTANT ENGINEER				
DECK BOSS				
COOK				
HELICOPTER PILOT				
HELICOPTER MECHANIC				
RADIO OPERATOR				
SKIFF MAN				
WINCH MAN				
TRANSLATOR				

CREW	NAME	YRS.EXP	NATIONALITY	CREW	NAME	YRS.EXP	NATIONALITY

TOTAL NUMBER OF CREW (include Captain and officers):



WASTE DISPOSAL SYSTEM	Y / N	SAFETY EQUIPMENT						
DESCRIBE waste disposal system especially for fish offal, but also other was		LIFE JACKET		PROVIDED FOR OBSERVER	Y / N / O			
		AVAILABILITY (circle one)	SUITABLE SIZE:		Y / N			
			Easy	Moderate	Hard	No. of LIFE BUOYS / LIFE RINGS		
		LIFE RAFTS						
No. of people and inspection due date(D) or last date of inspection (L)	1		2		3		4	
	No		No		No		No	
	YY / MM (L or D)		YY / MM (L or D)		YY / MM (L or D)		YY / MM (L or D)	
EPIRB (406)	Total No.	No. with Exp. Batteries		EPIRB (other)	Total No.	No. with Exp. Batteries		

COMMENTS or DRAWING of WELL PATTERN

GENERAL INFORMATION

Notes on Form PS-1 (pg.2)

REV. MARCH 2014

OBSERVER NAME	Print your name in full. Put your first name, or Christian name, first and your last name, or surname, last.
VESSEL NAME	Print the vessel's name in full as stated on its fishing licence. Don't use any abbreviations.
OBSERVER TRIP ID NO.	Fill in your trip identification number as supplied by your programme before departure - exactly as on PS-1 (pg.1) and elsewhere.

CREW

	For each of the listed positions enter the name of the crew person who works in this position. This information should be available on the crew list that must be given to immigration when a vessel visits port. Record first name first and last name last. Be certain of the spelling. If a person holds more than one position write "same as (the other position they hold)". E.g.: if Joe Flyer is both helicopter pilot and helicopter mechanic, write "Joe Flyer" next to "Helicopter Pilot" and write "same as helicopter pilot" next to "helicopter mechanic". Another common double position is the Captain and Navigator/Master. If the vessel does not have anyone in the position indicated write "Vacant" in the "Name" column. If the vessel has a specialist position that is not listed here try to squeeze the name of that position followed by a dash (-) and the name of the person holding the position in one of the "Crew" rows below. Be sure to describe this position in the written trip report.
NAME	
(for listed specialist positions)	
(for non-specialist positions)	
YEARS EXPERIENCE (YRS.EXP)	For each crew member not working in a specialist position correctly record the name, number of years of experience and the nationality in the lower crew sections. Record the number of years experience the crew member or officer has in this position. E.g.: if the Captain has been fishing on purse seine vessels for 20 years but has only been a Fishing Captain on purse seine vessels for five years write in "5".
NATIONALITY	Nationality should be available on the crew list. Pay special attention to the nationality of any Pacific Islanders amongst the crew.
COMMENTS	Record any information about the crew in this column. Any relevant information may be useful. Examples could include: name of boat previously worked; name of Fishery College attended; famous fishing family connection; etc.
License No.s (Captain / Master / Navigator)	To be recorded if readily available but not necessary if obtaining it will in any way hinder other observer activities on board. If licence is not available then try to obtain other identification document types (e.g. passport) and their document numbers.
TOTAL NUMBER OF CREW (include Captain and officers)	Add up all the crew. Include the Captain, listed positions and other crew. But be very careful not to count any of the crew twice. This is an easy mistake to make in situations where one crew person has two different positions. Be Careful !
WASTE DISPOSAL SYSTEM	Circle "Y" or "N" (yes or no) to show if the vessel has equipment and / or follows standard procedures to manage fish offal or other waste. Examples of equipment of equipment include incinerators, crushers, shredders, compacters, balers, meal plants, etc. Example of procedures might be keeping all plastic waste until the end of the trip. If present describe how these are used and how effectively they are used in your trip report. (i.e., what pollution control processes does the vessel have?)

SAFETY EQUIPMENT

(obtain as much information as possible without intruding)

LIFE JACKET	If observer has their own (or a fisheries) life jacket (LJ), the "O" must be circled. Otherwise circle the "Y" or "N" to show if the vessel showed the observer a L J that they could use in an emergency. Also circle the "Y" or "N" to show if the LJ the vessel offered was a suitable size. Circle "easy" if the allocated L.J was easily available, "moderate" if not so easy to get to, or "hard" if it would be very hard to find in an emergency.
EPIRBs	Count all EPIRBs together (with or without expired batteries). Then count only those with expired batteries.
LIFEBUOYS / LIFE RINGS	Count all lifebuoys and life rings that can be found
LIFE RAFTS	Find info on labels on life-rafts. If, after a careful check , dates are not found, record "ND" for 'dates not displayed'.

OBSERVER'S DAILY LOG

<u>Observer Name</u> and <u>Vessel Name</u> : Always print each of these names out in full (e.g. an observer name "John Masa", and a vessel name "Hai Hsiang No. 959") <u>Observer Trip ID Number</u> : Number issued by the authority you are working for. (e.g. John Masa, on his 3rd trip in 1996 may get Trip ID No.: "JHM 96-03").	<u>Page of</u> : Number Form PS-2's through trip as Page 1, Page 2, Page 3, etc. At end of trip check pages are all there (again). Put last page number on every page (e.g. if there are 36 pages then the first page will be "Page <u>1 of 36</u>", the fourth page, "Page <u>4 of 36</u>" and the last page will be "Page <u>36 of 36</u>").
<u>Ships Time</u> : Record the "Ship's time" whenever there is a change of an activity. Be sure to record all activities. Record as often as necessary during the day. At the very least, record a morning, noon and evening position when in transit. <u>Latitude , Longitude , N , S , E , W</u> : Record position as degrees, minutes and minutes to three decimal places, which is usually as it is displayed on a GPS. N.B.: dd = degrees; mm = minutes; mmm = decimal minutes. For latitude below 10° put a zero in front of the number (e.g.: write 5° as 05°). Never forget to enter north or south and east or west correctly (for example "05°27.985' S, 152°28.239' W")	Start of day: At start of each day, date and time on ship's clock (and observer's watch) must be matched to the UTC time and date as read from the GPS. **Always record date as YY/MM/DD. Ship's Date and Ship's Time: is the date and time used by crew on board normally. The observer's watch should be set to this date and time as soon as they board. UTC Date and UTC Time: is standard date and time used by scientists to correct the ship's date and time when it is used incorrectly, as it often is. Record Ship's date and time and UTC date and time at same moment each day. N.B.: UTC date is sometimes different from Ship's date. Observers should record Ship's time in all other forms and paperwork.
<u>EEZ Code</u> : Place the code for the EEZ (on back of Form GEN-6) for your position. Use the chart supplied or the chart of the vessel to work this out. If you are not sure then put the code for the EEZ where you think you are. <u>Wind (kts) (°)</u> : Record speed in knots and direction in degrees of the compass (e.g. for a 15 knot easterly wind, under (kts) print "15" and under (°) print "090") If the wind meter shows metres per second then (kts = 2 x m/sec) approximately. <u>Sea conditions (C-S-M-R-V)</u>. C = Calm; S = Slight; M = Moderate; R = Rough; V = Very rough. Judge this yourself. A guide is the wind. If it has been blowing awhile then 0-5 kts is calm; 5-10 kts is slight; 10-20 kts is moderate; 20-40 kts is rough; and anything over 40 kts is usually very rough, however not always so. <u>Comments (and Set No. - from PS-3)</u> - for all activity code "1" write the set No. before ther comments in this field. Get "set No." from the PS-3 that must be used every set.	<u>Activity and Helicopter Codes</u> : The activity codes are shown on the front. Use only one code per entry. If it seems that two different codes could be used, record only the most important one and note the other in comments column. Please record every activity change throughout the day. There may be many. Note that, except for Helicopter codes, the start of a new activity marked by one code also means the end of the activity identified by the previous activity code. For codes 1, 8, 9 or <u>17</u> always use <i>school association</i> (tuna) and <i>how detected</i> codes, otherwise the school association (tuna) and how detected code fields must be dashed ! Use 15R and 15D when vessel retrieves or deploys a buoy set on FAD or log - if changing buoys use 15R on one line and 15D on the next. If using code 16 remember that transhipment includes any transfer between vessels Use code 17 if making any repair or change to floating objects other than changing buoys Helicopter codes: Use whenever helicopter takes off or lands. Comment to describe main activity for each take off / landing - e.g.: search, set buoy, visit other (<i>named</i>) vessel, arrive from other (<i>named</i>) vessel, visit shore, rescue seaman, etc.
<u>Floating object and school sightings</u> : Through each day try to keep count of every floating objects and free schools. Try to note if floating objects have fish with them or not. Also count anchored floating objects (FADs or payaos) and note if they have fish. Note that free schools can be feeding on baitfish or completely unassociated. This can be a rough but sensible count. It is used to get an idea of life in your area. Floating objects can include trees, logs, drums, FADs, payaos or other lumps of debris. <u>Tally</u> : Mark with a stroke every time you sight something (see example on front) No : Count the "tally" strokes at end of day to get the number of each type of sighting.	<u>How Detected</u> : Use this code to best show how investigated tuna or object was found. If more than one method used, use code that shows what first made vessel change course to inspect tuna or object (E.g.: If helicopter reports tuna so vessel turns toward its position but had to use its bird radar to finally find the tuna then use code "2" - seen from helicopter.) N.B. : usually a depth sounder or sonar is only used to investigate an <u>already found</u> object or fish, so code "5" should not be used very often. It is usually something else that first causes a vessel to change direction to investigate a school or floating object further. Anchored FAD - use code 7 only if FAD is found because its position is recorded on chart.
<u>Did You Observe Any Events To Record On Form GEN-3 Today ?</u> Circle Yes if any infringements, as listed on Form GEN-3, were observed. Write notes on Form GEN-3 and in journal; record the journal page No. on this form. If there was no incident for the day circle No.	<u>School Association (tuna)</u> : Use "School Association" code that best describes if tuna being targetted are with floating object, animal, feeding on baitfish, unassociated. If it is an unusual tuna association comment here and describe in journal.

FORM PS - 3

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OBSERVER NAME			VESSEL NAME				PAGE		OF		
									(SET No.)		
OBSERVER TRIP I.D. NUMBER		START OF SET DATE AND TIME					START OF SET DATE AND TIME				
		OBSERVER: YY MM DD hh mm					VESSEL LOG: YY MM DD hh mm				
		(see PS-2)									

EVENT:	START OF SET (SKIFF OFF)	BEGIN PURSING (WINCH ON)	END PURSING (RINGS UP)	BEGIN BRAILING	END OF BRAILING / SACK ONBOARD	END OF SET (NEXT ACTIVITY START)
TIME:						

brail capacity mT	x	sum of all brails 	=	Total catch mT	=>	OBSERVER'S BREAKDOWN OF TOTAL TUNA CAUGHT - circle YES or NO for each species										N.B.: these calculations include all the tuna in this catch, whether retained or discarded	
Type 1 brail (see PS-1 form)		(see PS-4 form)				SKIP-JACK		YELLOWFIN				BIGEYE					
+ type 2 brail mT						SMALL (< 75 cm)		LARGE (> 75 cm)		SMALL (< 75 cm)		LARGE (> 75 cm)					
						YES	(%)	YES	(%)	YES	(%)	NUMBER	YES	(%)	YES	(%)	NUMBER
						NO		NO		NO			NO		NO		

BY-CATCH (ALL NON-TARGET SPECIES)							TARGET TUNA			
SPECIES CODE	FATE CODE	OBSERVER (mT) No.	VESSEL LOG (mT) No.	COMMENTS	A. OBSERVER estimates of total of each species caught (mT)	SKJ	YFT	BET		
					Observer	FATE				
						a . (mT)				
					Vessel	FATE				
						. (mT)				
					Observer	FATE				
						b . (mT)				
					Vessel	FATE				
						. (mT)				
					Observer	FATE				
						c . (mT)				
					Vessel	FATE				
						. (mT)				
Total weight of bycatch:				mT	B. OBSERVER totals (mT) discards + RCC (a+b+c) :					
Comments										
				Tuna kept onboard for later unload if not HWY	FATE					
					OBS (mT)					
					VES (mT)					
					FATE	RWW	RWW	RWW		
					OBS (mT)					
					VES (mT)					
				Due to gear break / bycatch mitigation	ESC	ESC	ESC			
TAGS - How many Tags were recovered?				estimates:	OBS (mT)					
					VES (mT)					
				Record species and tag numbers. Fill tag recovery forms!						

RWW	Retained - whole weight	DFR	Discarded trunk - fins retained (shark only)	DPA	Discarded SSI - alive	DPA
RHG	Retained - headed and gutted (billfish)	DTS	Discarded - too small (tuna only)	DPD	(species of - dead	DPD
RGG	Retained - gilled and gutted (kept for sale)	DGD	Discarded - gear damage (tuna only)	DPU	special interest) - unknown condition	DPU
RPT	Retained - partial (e.g. fillet, loin)	DVF	Discarded - vessel fully loaded	DPQ	Discarded - poor quality	
RCC	Retained - crew consumption (onboard)	DUS	Discarded - unwanted species	DOR	Discarded - other reasons (specify)	
ROR	Retained - other reason (specify)	DSD	Discarded - shark damage	ESC	= Escaped	
RFR	Retained trunk - fins retained (shark only)	DWC	Discarded - whale damage			

(A PS-3 form **must** be filled out for the first and every set (recorded as *activity code 1* on PS-2) - whether monitored or not, even if a skunk set.) (For the very rare occasion that a set is not monitored the column for the vessel's estimate of catch must still be completed.) (N.B.: A PS-4 form is not required for skunk set.)

OBSERVER NAME	Print first name first and last name last. E.g.: "John Smith" not "Smith John". Print clearly !	
VESSEL NAME	Full unabbreviated name. E.g.: a boat with name "Captain Paul Catchit" should not be abbreviated to Capt. P.Catchit.	
PAGE OF	Number each PS-3 form from start until end of trip. Because one PS-3 is used for every set this is also the set No.	
OBSERVER TRIP ID No.	This number is the same on all forms for a single observer trip.	
START of SET Observer (PS-2)	The exact date and time that the observer recorded for this set on the PS-2. Record as year/month/day.	
DATE and TIME Vessel (logsheet)	The exact date and time that the vessel has recorded for this set on their PS Log Sheet. Record as year/month/date.	

SET SEQUENCE	BEGIN SET (SKIFF OFF)	Exact same time as recorded on the daily log (PS-2) and in the "Observer Start of Set Date and Time" section, above.
	BEGIN PURSING (WINCH ON)	The purse wire will be thrown to the vessel from the skiff, and it will then be attached to the winch. Record the time the winch is switched on.
	END PURSING (RINGS UP)	During the winching, a bunch of rings will come on board. Record the time when the last of the rings appears. This indicates the net has totally enclosed (pursed) the fish and they cannot escape.
	BEGIN BRAILING	Record the time the vessel starts the brailing process. This will have been recorded on the PS-4 form. If there was no <u>brailing just record a dash</u>
	END BRAILING / SACK	Record the time when the vessel finishes brailing. If there was no brailing record the time that the sack was lifted up
	ONBOARD	<u>on to the deck.</u>
	END SET (NEXT ACTIVITY START)	Next activity START marks end of set (no later than 'skiff comes on board'). Record the activity change on PS-2.

SET CATCH DETAILS	<u>TOTAL CATCH and TOTAL TUNA CATCH</u>	
	Brail Capacity	Find on the PS-1. Use to calculate total catch. <u>'Brail capacity' x 'Sum of all brails' = 'TOTAL CATCH'</u>
	Sum of all brails	After calculating the total number of brails on the PS-4 form (for the same set) transfer your answer here.
	Type 1 and	... if a 2nd brail type is also used for this set samples, estimates of the brail capacity for both brail types must be made. Fill the 'brail capacity' and the 'sum of all brail' fields for both the 'type 1' and the 'type 2' brails.
	Type 2 brails	Add calculations of total catch from each brail type together to get a single "TOTAL CATCH" figure. (If there is no 'type 2' brail (which is normal) then simply record a dash in each of the 'type 2' fields and all other calculations will be based only on the 'type 1' brail information that is provided.)
	TOTAL CATCH	This is the combined weight of all the (target and bycatch species) fish brought onboard.
	less bycatch	Calculate the amount of bycatch (in mT) that is in the catch in the bycatch area below and transfer to this field
	TOTAL TUNA CATCH	Subtract the total amount of bycatch from the TOTAL CATCH to get TOTAL TUNA CATCH. This includes all tuna caught whether or not it is later discarded. It does not include tuna that escaped alive from net.
	YES or NO	YES' or 'NO' must be circled to show if SKJ, small YFT, large YFT, small BET, large BET were even seen in the catch
	OBSERVER's BREAKDOWN of TOTAL TUNA CAUGHT	% Carefully eye-estimate the percentage of the TOTAL TUNA for each species (+ each size category for YFT and BET) N.B.: % of small (or large) YFT (or BET) is the % of TOTAL TUNA ! NOT % of that species of tuna.
	Number	If there are not many large YFT or BET and good estimate of number can be made record number of large YFT (or BET) If a good estimate (counts) is not easy, dash the 'number' field. Do not make a rough estimate !
	BY-CATCH SPECIES CODE	Record every species that lands on deck with the three letter FAO species code.
	FATE CODE	Use fate codes provided to say what happened to each species landed Use 1 line per species/fate group. Remember that a species may be split into groups each with a different fate code. Eg: RRU RWW 2 mT REMEMBER - use only one (the best and most informative) code for each line. RRU DTS 0.5 mT NEW 2014: Use the SSI FATE CODES FOR ALL SHARKS to indicate 'live' status. Use 'RFR' / 'DFR' in comments if finning observed).
	OBSERVER	(mT) Calculate the amount of each species caught, in each fate code category, using an appropriate assessment technique. Use mT. For instance if 300 kg of Mahi mahi and 40 kg of wahoo were caught - record 0.3 mT DOL / 0.04 mT WAH Number Only record a number if an accurate count is possible. Large amounts are recorded in "mT". If possible record both.
	VESSEL LOG	(mT) Copy the figures recorded by the ship's officers on the Vessel Logsheet, for this set. Number Place a dash in the column if they have not recorded the species.
	Total weight of bycatch	Calculate from the fields above for observer (important for use in 'Total Tuna' calculation) and vessel bycatch estimates
	<u>TARGET TUNA</u>	
	A. OBSERVER estimates of total caught	Calculate the combined large and small % x Total tuna catch for each species (SKJ, YFT and BET)
	FATE	Record fate of discarded tuna or tuna retained for crew consumption (RCC), using fate codes listed at bottom of form
	OBS (mT)	Give a careful approximation (eye-estimate) of the total amount of catch for the relevant fate /species code combination. Record the amounts in metric tonnes.
VES (mT)	Copy the weight, as recorded for each species in the vessel's logsheet. If nothing is recorded in the logsheet place a dash in the data field. If "0" is recorded on the logsheet record "0" here. Record in metric tonnes. E.g.: If amount on logsheet is in short tons this MUST be converted to metric tonnes.	
B. OBSERVER totals (mT) discards + RCC	For each species add together the mT amounts that are recorded in the rows 'a.', 'b.' and 'c' to get the total of all the discarded and the retained for crew consumption (RCC) combined for that species.	
Tuna kept onboard for later unload	Usually tuna are retained whole weight (RWW). If so then RWW can be calculated as (A. - B.) for each species. If tuna is otherwise retained onboard for later unload (fate = R??) then A. - B. = the combined total of RWW + R??	
Due to gear break / bycatch mitigation	ESC Best observer estimate of mT of any live tuna that escaped during set. Refer to Captain for any tuna seen escaping via sonar. Include any live tuna escaped from gear breakage or because vessel tries to release important bycatch. N.B. This does not include dead tuna that are released from the net after a breakdown during or after net sac-up = discards.	

TAGS	How many tags were recovered?	Note the number of tags found from in this set. Look out for tags on tuna, billfish, sharks, turtles, birds, etc.
	species and tag numbers	Record tag number and species . Note tag colour, tagging organisation and any unusual features about condition.
	☐	Fill these and other tag details into the tag recovery form (and GEN-2 form if necessary).

FORM PS - 4

REV MAR. 2014

[illegible]

Notes on FORM PS - 4

SAMPLING DETAILS

Fill in only one of the three sampling action boxes: GRAB, SPILL, or OTHER.

Sample type	- Grab - Spill - Other
"OTHER" samples can only be one of: (use code)	DA - all discards DT - only discarded tunas BS - bycatch - select species (one or more different species but not all species)
Brail times (start and end)	Record when first brail came onboard (start) and when last brail came onboard (end) for transfer to Form PS-3.
Which brail size ?	Usually BRAIL 1., but a vessel may use two different sized brails (see PS-1). Sample one brail size on one form. If two brail sizes are used: always prepare two forms, even if only measuring from one brail size, as the "sum of all brails" must be calculated for each brail size separately! (Note: it is preferable to sample both brail sizes on to their own forms)
Forms used this sample:	Record forms used only for this sample as "number of the form used" out of "total used". Eg.: "1 of 1", "1 of 2", "2 of 3".
Target samples per brail	If "normal" sampling record No. of fish observer tried to measure from each brail. If not normal sampling record a dash.
Measuring instrument	Record whether callipers, flat ruler or deck tape was used. N.B. - do not use tape measures.
Comments on Protocol	Explain why you sampled as you did, especially if you tick "Other" or collect two samples. Were there any problems? If conditions allow during GRAB sampling, experienced observers are asked to use two forms when brailing mixed tuna sets - one for "GRAB" species composition and the second for "OTHER - BET/YFT only" species composition sampling.
Brail tallies	Record a tally mark for every full, 7/8, 3/4, etc., brail that comes onboard. Count marks and write totals in corner boxes.
Total No. of Brails	a simple count of all the brails that came onboard, whether full or not full. Add numbers in all corner boxes together.
Sum of ALL Brails	must be calculated using the work area below. If two brail sizes are used, calculate each one on a separate form.
Brail pattern - fullness and samples	record a fullness code (1-8) and the number of fish measured for every brail that comes on board

Species Code 1- 120 Record species measured fish in the order they are sampled - follow field numbers down one column and then the next, etc.

Column totals	To ease adding the lengths of each species in the entire sample first count each species and add the lengths of each species in each column, then add totals from each column together before making the average length calculations.
---------------	---

A Number Sampled	Write in the total number of each species that were sampled in this set (add the column totals for a species).
------------------	--

B Sum of Lengths	Add lengths of each species sampled in each column then add the column totals for each species together.
C Average Length	To get the "average length" (C) of each species in the sample divide the "sum of lengths" (B) by the "number sampled" (A).

1 For most sets observers carry out either a "Grab" or a "Spill" sample, as they have been directed and are equipped to do

- 2 If grab sampling spread sampling throughout the entire brailing process. Try to take 5 tuna from every brail. If a specimen is missed occasionally try to get an extra one from the next brail but try to keep the number of tuna steady throughout the sampling process. If brailing is too fast measure less than 5 tuna per brail but try to sample the same number from every brail. If problems describe in comments.
- 3 Always get a random sample. Don't choose fish just because they are the easiest size to handle or because you haven't had one like that yet.
- 4 Do not include measurements from fish that crew select even though they are trying to help.
- 5 IT is very, very important to correctly identify juvenile yellowfin and bigeye tuna!
- 6 If using a deck tape, ensure one end is placed against a flat surface or has a nose block. Make sure the end of the tape starts at 0 cm. If using deck tape, make sure fish is on the tape straight when measuring. Never bend tail down to measure. Look directly over top of tail.
- 7 Do not measure damaged fish.
- 8 Record lengths to the nearest centimetre below e.g. a 69.9 cm fish will be recorded as 69 cm.
- 9 ALWAYS record all species and lengths in full and in order in the columns provided. Follow the numbered order. Do not use ditto marks !
- 10 If taking an "Other" sample, start a new PS-4 page, tick "Other" and write what that other is.
Most often this will be lengths from every species still on deck, ready to throw away after brailing is ended. Record as "all discards". Remember to still collect specimens at random, as trained. Do not be tempted to choose different (or same) sizes.
N.B. – "All discards" includes target discards (SKJ-YFT-BET) and bycatch discards. "All discard bycatch" is for sampling only bycatch discards. Usually an "Other" sample is collected after, or along with, a "Normal" sample but it could also be collected as an only sample.

CALCULATING SUM OF ALL BRAILS								
How many?	Full	7/8	3/4	2/3	1/2	1/3	1/4	1/8
Full and part brails - get these numbers from the "No." boxes of each tally box.	[] x 1	[] x 0.875	[] x 0.75	[] x 0.667	[] x 0.5	[] x 0.333	[] x 0.25	[] x 0.125
Equivalent full brails (use a calculator!)	[] +	[] +	[] +	[] +	[] +	[] +	[] +	[] =
SUM OF ALL BRAILS								

FORM PS - 5

REVISÉ MAR. 2014

VESSEL NAME	OBSERVER NAME	OBSERVER TRIP ID	PAGE	OF

[illegible]

WELL ACTIVITY CODES		SOURCE	DESTINATION	VESSEL CHANGE ?
FS	Received as desired catch from a set on this vessel	"NET"	<well no.>	+
CR	Retained from a set solely because of catch-retention rules	"NET"	<well no.>	+
WT	Transferred between wells	<well no.>	<well no.>	0
UL	Unloaded to cannery or cool store	<well no.>	"SHORE"	-
TR	Received into well from another vessel's hold	<vessel name>	<well no.>	+
TG	Given from well to another vessel's hold	<well no.>	<vessel name>	-
SR	Received into well from another vessels net	<vessel name>	<well no.>	+
DC	Discarded into the sea from Well due to spoilage, etc.	<well no.>	"DISC."	-

CR <well no.>s				Record ALL CATCH in metric tonnes. Use whole numbers (e.g.: 25).
				Calculate the "NEW CUMULATIVE TOTAL" by adding or subtracting (see the "VESSEL CHANGE ?" value for '+' or '-') to or from the previous "cumulative total" (on the previous line). This is tonnage that has been 'added to' or 'removed from' the vessel

**SPC/FFA REGIONAL PURSE SEINE OBSERVER
WELL TRANSFER RECONCILIATION FORM**

FORM PS - 5

REVISED MAR. 2014

VESSEL NAME

OBSERVER NAME

OBSERVER TRIP ID

PAGE

OF

DATE	TIME	WELL ACTIVITY (CODE)	SOURCE	DESTINATION	METRIC TONNES MOVED	VESSEL CHANGE ? (+ / - / 0)	NEW CUMULATIVE TOTAL	RECORDED ON LOGSHEET? Y / N	COMMENT

Date:	Record the date that the fish was transferred on. Use ship's time.
Time	Record the time the fish were transferred. Use ship's time.
Well activity code:	Use Well Activity codes at bottom of this page to show types of fish transfer that took place. The well activity codes explain where the fish came from and where they were transferred to. This might include fish that were not loaded into your vessel's well, but were transferred directly from the brailer to another boat.
Source:	The source indicates where the fish has come from. The source code is related to the well activity code that you have recorded. An explanation of the source information that should be recorded is outlined to the right of the well activity code you have used. NET: The fish has come from the net. Record 'NET'. WELL NO.: The fish has come from a well. Record the well number here. VESSEL NAME: The fish has come from a vessel. Record vessel's full name here, including numbers, etc.
Destination:	to the well activity code that has been recorded. The type of destination information required is outlined on the bottom of this form - on the same line and to the right of the related 'well activity code'
Vessel Change?	Use the symbol provided to indicate if they were more or less fish on your vessel after the fish transfer. See further explanations below. You do not have to state the amount. (+) indicates a positive change - there are more fish on your vessel after the fish transfer. (--) indicates a negative change - there are less fish on your vessel after the fish transfer.
New Cumulative Total	Record the vessel's new 'onboard' total or 'cumulative' total here. The figure should be consistent with the amounts you have recorded to date.
Recorded on logsheet? Y / N	Check the vessel's logsheet to see if they have recorded the fish transfer clearly on the logsheet. Record Y for yes and N for no.

Examples

10/10/11	11.25	FS	NET	P5	30	+	30	Y	From set, not on logsheet
11/10/11	15.20	FS	NET	P1	35	+	65	Y	See PS-3 form
11/10/11	15.20	FS	NET	P2	30	+	95	Y	See PS-3 form
11/10/11	15.20	FS	NET	S3	15	+	110	Y	See PS-3 form
15/10/11	22.20	WT	P1	S1	30	0	110	N	Not observed, see jnl page 52
16/10/11	08.10	TR	Yasu# 2	S7	40	+	150	N	See journal page 58
18/10/11	15.45	TG	S1	Ying#9	30	-	120	N	See journal page 62
19/10/11	11.25	FS	NET	P7	35	+	155	N	From set, not on logsheet
20/10/11	18.05	SR	Yasu# 8	P2	20	+	175	N	

WELL ACTIVITY CODES	SOURCE	DESTINATION	VESSEL CHANGE ?
FS Received from a set on this vessel	"NET"	<well no.>	+
CR Retained from a set solely because of catch-retention rules	"NET"	<well no.>	+
WT Transferred between wells	<well no.>	<well no.>	0
UL Unloaded to cannery or cool store	<well no.>	"SHORE"	-
TR Received into well from another vessel	<vessel name>	<well no.>	+
TG Given from well to another vessel's hold	<well no.>	<vessel name>	-
SR Received into well from another vessels net	<vessel name>	<well no.>	+
DC Discarded into the sea from Well due to spoilage, etc.	<well no.>	"DISC."	-
CR <well no.>s	CR <well no.>s are wells used by a vessel to collect fish that would have been discarded if there was no WCPFC catch retention CMM. These <well no.>s will be the DESTINATION <well no.>s when WELL ACTIVITY CODE = CR is used. They may also be used with WELL ACTIVITY CODE = WT, if small fish are sorted from other (mixed sized fish) wells and into these wells. CR <well no.>s may also be used it as SOURCE <well no.>s if fish are being removed from these wells during other Well Activities.		

OBSERVER PROGRAMME		SPC/FFA REGIONAL TROLL GENERAL INFORMATION										FORM TR - 1																																												
REVISED DEC. 2009																																																								
TRIP DETAILS																																																								
OBSERVER	NAME				START OF TRIP LOCATION				START OF TRIP (SHIP DATE AND TIME)																																															
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	NATIONALITY		TRIP ID NUMBER		END OF TRIP LOCATION				END OF TRIP (SHIP DATE AND TIME)																																															
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VESSEL NAME				FISHING PERMIT OR LICENCE NUMBER(S)				VESSEL DEPARTURE PORT				VESSEL DEPARTURE DATE																																												
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VESSEL																																																								
VESSEL OWNER				COUNTRY REGISTRATION No				FLAG			OTHER CREW :																																													
											How many ?																																													
VESSEL CAPTAIN		NATIONALITY		LENGTH:		M	IRCS or WIN # (if no IRCS)					OTHER CREW :																																												
						F						How many ?																																												
ID document : No.				GROSS TONNAGE:		mT	FISH HOLD CAPACITY :		mT			OTHER CREW :																																												
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ELECTRONICS																																																								
DEPTH SOUNDER Y / N GPS Y / N TRACK PLOTTER Y / N 																																																								
Please circle "Y" or "N" for every item <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2"></th> <th colspan="2" style="text-align: center;">USAGE</th> <th style="text-align: center;">MAKE</th> <th style="text-align: center;">MODEL</th> <th style="text-align: center;">COMMENTS</th> </tr> </thead> <tbody> <tr> <td>BIRD RADAR</td> <td>Y / N</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>SONAR</td> <td>Y / N</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>SST GAUGE</td> <td>Y / N</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>VMS - 1 System</td> <td>Y / N</td> <td>ALC</td> <td></td> <td></td> <td></td> <td>Seals Intact Y / N</td> </tr> <tr> <td>VMS - 2 System</td> <td>Y / N</td> <td>ALC</td> <td></td> <td></td> <td></td> <td>intact Y / N</td> </tr> </tbody> </table>																	USAGE		MAKE	MODEL	COMMENTS	BIRD RADAR	Y / N						SONAR	Y / N						SST GAUGE	Y / N						VMS - 1 System	Y / N	ALC				Seals Intact Y / N	VMS - 2 System	Y / N	ALC				intact Y / N
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COMMUNICATION SERVICES		PHONES		SATELLITE:		Y / N	Phone		MOBILE:		Y / N	Phone #																																												
		OTHER		FACSIMILE:		Y / N	Fax #		EMAIL:		Y / N	Email:																																												
INFORMATION SERVICES		WEATHER		WEATHER FAX		Y / N	SATELLITE MONITOR		Y / N																																															
		OTHER		Y / N	Phytoplankton		Y / N		SST		Sea Height																																													
CODE GROUP																																																								
Is this vessel part of a code group ?				Y / N		Comments / other vessels:																																																		
Total other vessels in code group =																																																								
FISHING GEAR																																																								
MECHANICAL HAULERS				USAGE		Comments:				No. of LINES USED		STERN		AFT OUTRIGGERS		FWD OUTRIGGERS																																								
				Y / N																																																				
WEIGHING SCALES				USAGE						USUAL																																														
				Y / N																																																				
REFRIGERATION METHOD																																																								
BRINE		Y / N		BLAST FREEZER		Y / N		SAFETY EQUIPMENT																																																
ICE		Y / N		REFRIGERATED SEA WATER		Y / N																																																		
WASTE DISPOSAL																																																								
DESCRIBE:																																																								

N.B.: Wherever there is a **Y / N** (yes or no) option for an item, either the "**Y**" or the "**N**" must be circled

Trip Details

Observer Name: Print first name and family name in full (e.g. "John Masa").

Observer Trip ID Number: Print number issued by the authority sending you on this trip.

(e.g. John H. Masa, on his third trip in 1996 might be issued Trip ID Number: "JHM 96-03").

Departure (Ship Date and Time): } Print date using "day day/ month month / year year" format.

Return (Ship Date and Time): } Print time using 24 hour "hour hour : minute minute" format. } use SHIP'S TIME

(e.g. Print five past one on the afternoon on 3rd of January, 1996 as "03/01/96 - 13:05").

Departure Port / Return Port: Record in both boxes even if it is the same port.

Vessel and Crew

Vessel Name, Vessel Owner, Vessel Captain, Fishing master: Print full names whenever possible.

Country Registration: Number issued by country in which the vessel is registered (e.g. "ME1-808").

Flag: Name of country in which vessel is registered (e.g. "Belize") even if it comes from another country, such as Korea.

International radio call-sign (IRCS): Do not confuse with Registration No. Note in report if vessel has no proper IRCS.

Fishing Permit or Licence Number(s): If the vessel fished under one or more bilateral access agreements, then print the fishing permit number issued by each of the coastal states in whose waters the vessel fished during the trip. If the vessel fished under a multilateral treaty, then print the fishing permit number issued to the vessel under the multilateral treaty. If the vessel is registered in the coastal state, then print the fishing licence number issued by the coastal state.

Crew: Report the nationality of each crew member.

Total number of crew: This is to include the Captain and Fishing master.

Observations / Comments: Record notes if you think there is anything special about this boat or its crew compared to others.

If you need to write more about this do it in your diary and a special section in your trip report then only put a brief note here with a reference to page numbers in your diary and trip report.

Electronics (circle "Y" or "N" (yes or no) to show if each item is present or not present on board)

Empty rows: These are to record equipment you think are important but are not listed in this section. If nothing, circle "N".

Usage: Use the "Usage codes" listed at the bottom of the form to record how much use each item gets during your trip.

As for all codes select the best (most informative) code when it seems that more than one code can work.

"UU" always gets first priority if appropriate. Be sure to add *Comments* on new equipment or new use of equip.

Comments: If equipment is new or used differently write brief notes here and a reference to more in your diary and/or report.

VMS type: If only 1 system record next to VMS-1. If 2 systems record FFA approved at VMS-1 and other system at VMS-2.

ALC make and model: Record manufacture's name (e.g. Thrimble, Thrane and Thrane, Furno, etc) and the model if possible

Seal intact?: A good (intact) seal is bright silver. A seal that has been interfered with has black crinkly lines through it.

Communication services: If vessel uses satellite and/or mobile phone and/fax and /or email address, record contact details.

Fishery Information Services: Vessels may receive real-time information on some oceanographic features.

Circle Y or N to show if they are getting information on sea-surface temperature, phytoplankton densities or sea height.

If they are receiving another type of information record that in the blank field.

Record the name and/or address (url) of the website from which their information is received.

Code groups (Vessels may fish in groups, sharing information that helps improve catch and safety.)

Scientists working in stock assessment need to know which vessels make up code groups at different times.

Circle Y or N to show if this vessel is part of a code group. Enter the total number of vessels in the code group.

Use *comments* section to record names (if possible) of other boats in the code group and note how the code group cooperates.

Fishing Gear (circle "Y" or "N" (yes or no) to show if each item is present or not present on board)

Comments / other gear: Comment if equipment is not working, not used or used in an unusual way.

Also comment if fishing gear is a different design to equipment you are used to seeing on other longliners and record the make, model and special characteristics of this new gear.

Weighing scales: If there is any weighing scales on-board that is used to weigh the retained fish circle Y (yes)

Empty rows: These are to record equipment you think are important but are not listed in this section. If nothing, circle "N".

Line distribution: What are the usual (during the trip) and maximum number of lines trolled from each area of vessel ?

Refrigeration Method (circle "Y" or "N" to show which refrigeration systems are used on board)

Methods: N.B.: There may be more than one refrigeration method

Refrigerated seawater: N.B.: This may also be called "Chilled seawater"

Safety Equipment (obtain as much information as possible without intruding)

Life jacket: if your own (or fisheries) circle "O". Else circle "Y" or "N" to show if vessel showed you one for your own use

Was it a good size ? Was it (easy) available, available but not easy (moderate) to get to, or (hard) to find

Lifebuoys/life rings - count all to be found. **EPIRBS** - count total and count any with expired battery renewal dates.

Life rafts - find info on labels on life-rafts. If **after careful check**, dates are not found, record "ND" for not displayed.

Observations / Comments, Other Gear, Unusual Use of Gear

Record notes if you think there is anything special about this boat or its crew compared to others.

Comment if equipment is not working, not used or used in an unusual way. Describe fishing gear if different to equipment you see on other longliners and record make, model, special characteristics and *usage* of this new gear.

If you have lots to write about (good) do so in your diary and in a special section in your trip report then only put a brief note here with a reference to page numbers in your diary and trip report.

SPC/FFA REGIONAL TROLL OBSERVER DAILY LOG

FORM TR - 2

PAGE OF

REVISED DEC. 2009

VESSEL NAME:	OBSERVER NAME:	OBSERVER TRIP ID NUMBER:	SHIP'S DATE and TIME at START of FISHING D D M M Y Y h h m m
--------------	----------------	--------------------------	--

Target species: (in order of priority)	1.	Lure / bait arrangement (in order of priority)	1.	UTC DATE and TIME at START of FISHING D D M M Y Y h h m m
	2.		2.	
	3.		3.	
Total bait used =			kg.	

SHIPS TIME	LATITUDE (dd°mm.mmm')	N S	LONGITUDE (ddd°mm.mmm')	E W	WIND (kts)	(°)	SEA (C-S-M-R-V)	CLOUD (%)	SST	No. of LINES	OTHER VESSELS	NO. of FISH	
START													
END													

COMMENTS	SCHOOLS SEEN DURING DAY	DID YOU OBSERVE ANY EVENTS TO RECORD ON FORM GEN-3 TODAY ?	
	Tally No.	YES NO (circle one)	Reported in journal pg #

OBSERVER'S DAILY LOG

Notes on FORM TR-2

<u>Observer Name</u> and <u>Vessel Name</u>: Always print each of these names out in full (e.g. an observer name "John Masa", and a vessel name "Hai Hsiang No. 959") <u>Observer Trip ID Number</u>: Number issued by the authority you are working for. (e.g. John Masa, on his 3rd trip in 1996 may get Trip ID No.: "JHM 96-03").	<u>Page of</u>: Number Form PS-2's through trip as Page 1, Page 2, Page 3, etc. At end of trip check pages are all there (again). Put the last page number on every page (e.g. if there are 36 pages then the first page will be "Page <u>1 of 36</u>", the fourth page, "Page <u>4 of 36</u>" and the last page will be "Page <u>36 of 36</u>").
<u>Target Species</u>: Record the main species being targeted by the vessel here. If there is only one target specis put a line through the other data fields.	
<u>Lure / bait arrangement (in order of priority)</u>: Record the main type of lure used. If only one type of lure or bait arrangement is used put a dash through the other lines. You can describe the lure more comprehensively in the written report.	
<u>Total Bait Used</u>: Record the total amount of bait used during the day.	
<u>Ship's Date and Ship's Time at start of Fishing</u>: is the date and time used by crew on board normally. The observer's watch should be set to this date and time as soon as they board.	
<u>UTC Date and UTC Time at start of Fishing</u>: is standard data and time that scientists use to make correcions to Ship's data and time when it is used incorrectly, as it often is. Once a day, record Ship's and UTC date and time at the same moment. UTC time is normally got from the GPS. Remember that UTC date is sometimes different from the Ship's date. Observers should record Ship's time on all other forms and paperwork.	
DAILY LOG RECORD: Try to take an hourly record from the start of fishing to the end of fishing each day. However, checking the catch comes first, so if fishing a delayed record is acceptable.	
<u>Ship's Time</u>: Make a record hourly. Fill in the ship's time	
<u>Latitude, Longitude</u>, <u>N</u>, <u>S</u>, <u>E</u>, <u>W</u>. Record position as degrees, minutes and minutes to three decimal places, which is usually as it is displayed on a GPS. N.B dd= degrees; mm = minutes; mmm = decimal minutes. For latitude below 10° put a zero in fron of the number (e.g. write 5° as 05°). Never forget to enter north or south and east or west correctly (for example" 05° 27.985'S 152° 28.239'W)	
<u>Wind (kts)</u> (°): Record speed in knots and direction in degrees of the compass (e.g. for a 15 knot easterly wind, under (kts) print "15" and under (°) print "090"). If the wind meter shows meters per second then (kts = 2 X m/sec) approximately.	
<u>Sea conditions (C-S-M-R-V)</u> C = Calm, S = Slight, M = Moderate, R = Rough; V = very rough. Judge this yourself. A guide is the wind. If it has been blowing at the same pace for awhile then 0-5 kts is calm; 5-10 knts is slight;, 10-20 kts is moderate; 20-40 kts is rough; and anything over 40 kts is usually very rough.	
<u>Cloud (%)</u>. Estimate the total amount of the sky overhead that is covered with cloud.	
<u>SST</u>: Record the sea surface temperature every time you make a record. Make sure you use the same instrument every time to record the temperature. If you use a different instrument at any time make a note in the comments.	
<u>No. of lines</u>: Count the number of lines out fishing.	
<u>Other Vessels</u>: Count the number of other troll fishing boats that you can see when making your hourly record.	
<u>No. of Fish</u>: Make a record of the number of fish that were landed since the last record. The first record should obviously be zero.	
<u>Did you observe any events to record on form GEN-3 Today?</u> Circle Yes if any infringements, as listed on Form GEN-3, were observed. Write note on Form GEN-3 and in diary; record your diary page No. on this TR_2 form. If there was no incident for the day circle No.	

SOUTH PACIFIC REGIONAL TROLL OBSERVER CATCH MONITORING

FORM TR-3

REVISED DEC. 200

OBSERVER NAME

OBSERVER TRIP ID NUMBER

PAGE

OF

VESSEL NAME

SHIP'S DATE

AND TIME

- START OF FISHING

- END OF

D D

M M

Y Y

h h

m m

h h

m m

CATCH DETAILS

	SHIP'S TIME	SPECIES CODE	LENGTH (cm)		CONDITION CODE		WEIGHT (kg)		FATE CODE		COMMENTS / TAG NUMBERS
			CODE		CAUGHT	LET GO	CODE				
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
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21											
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Period sampled

Tally of species not sampled

from:		Comments:													
to:															
Page total for each species caught:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center;"><i>Sp. code</i></td> <td style="width: 10%; text-align: center;"><i>No.</i></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: center;"><i>Sp. code</i></td> <td style="width: 10%; text-align: center;"><i>No.</i></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: center;"><i>Sp. code</i></td> <td style="width: 10%; text-align: center;"><i>No.</i></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: center;"><i>Sp. code</i></td> <td style="width: 10%; text-align: center;"><i>No.</i></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: center;"><i>Sp. code</i></td> <td style="width: 10%; text-align: center;"><i>No.</i></td> </tr> </table>	<i>Sp. code</i>	<i>No.</i>		<i>Sp. code</i>	<i>No.</i>		<i>Sp. code</i>	<i>No.</i>		<i>Sp. code</i>	<i>No.</i>		<i>Sp. code</i>	<i>No.</i>
<i>Sp. code</i>	<i>No.</i>		<i>Sp. code</i>	<i>No.</i>		<i>Sp. code</i>	<i>No.</i>		<i>Sp. code</i>	<i>No.</i>		<i>Sp. code</i>	<i>No.</i>		

CATCH MONITORING

OBSERVER NAME					OBSERVER TRIP ID NUMBER					PAGE OF					
VESSEL NAME					This header should be filled in completely, as described in the notes for FORM TR-2.					SHIP'S DATE AND TIME		START OF FISHING		END OF FISHING	
										D D M M Y Y		h h m m		h h m m	

CATCH DETAILS										
SHIP'S TIME	SPECIES CODE	LENGTH (cm)	CODE	CONDITION CODE CAUGHT	LET GO	WEIGHT (kg)	CODE	FATE CODE	GIRTH (to 0.5 cm)	COMMENTS / TAG NUMBERS
0700	ALB	102	UF	A1	—	25	WW	RGG	67.5	Gonad sample No.3
1						72	GG			example of 2 weights *
2	ALB									
8	SBF									
9	SBF									
10	ALB									
11	ALB									

SHIP'S TIME	SPECIES CODE	LENGTH (cm)	CODE	CONDITION CODE CAUGHT	LET GO	WEIGHT (kg)	CODE	FATE CODE	GIRTH (to 0.5 cm)	COMMENTS / TAG NUMBERS
	ALB									

Record only when there are weighing scales onboard.

Weight codes describe the state of a fish at the time it is weighed.

Code	Description
WW	Whole weight
GG	Gilled and gutted
GH	Gutted and headed
GT	Gilled, gutted and tailed
GX	Gutted, headed and tailed
GO	Gutted only (gills left in)
FW	Fillets weight
TW	Trunk weight

* If possible weigh before and then again after processing. Put second weight and code on a second line (as in example).

Girth: measured with a tape measure around deepest part of the body

Empty column is to be used for extra information when specially requested. Fill in the title before you use this column.

Length codes describe the actual measurement being collected from a fish.

Code	Description
TL	- tip of snout to end of tail
UF	- upper jaw to fork in tail
LF	- lower jaw to fork in tail
US	- upper jaw to 2 nd dorsal fin
PF	- pectoral fin to fork in tail
PS	- pectoral fin to 2 nd dorsal fin
TW	- total width (tips of wings - rays)
CL	- carapace length (turtles)
NM	- not measured

Condition codes describe the health of a fish when it first gets **CAUGHT** and again if it is **LET GO** or is thrown away.

Code	Description
A0	Alive (not categorized into A1, A2, A3)
A1	Alive, healthy
A2	Alive - injured, distressed
A3	Alive, but dying
D	Dead
U	Condition unknown

Fate codes describe whether the fish was kept (retained) or thrown away / released (discarded). Also - how and/or reason processed / discarded. Important to select one **most informative** code !

Code	Description
RGG	- Retained - gilled and gutted (for sale)
RGT	- Retained - gilled gutted and tailed (for sale)
RWW	- Retained - whole
RPT	- Retained - partial (e.g. fillet, loin, trunk)
RFR	- Retained - both fins and trunk (sharks)
RHG	- Retained - headed and gutted (billfish)
RSD	- Retained - but shark damaged
RCC	- Retained - for crew consumption
RG0	- Retained - gutted only.
ROR	- Retained - other reason (specify)
DFR	- Discarded trunk - fins retained (sharks)
DGD	- Discarded - gear damage (tuna only)
DSD	- Discarded - shark damage
DWD	- Discarded - whale damage
DUS	- Discarded - uneconomic species
DDL	- Discarded - too difficult to land
DSO	- Discarded - (struck off before landing)
DTS	- Discarded - too small (target species)
DPQ	- Discarded - poor quality
DPA	- Discarded - species of special interest - alive (DPA)
DPD	- Discarded - species of special interest - dead (DPD)
DPU	- Discarded - species of special interest - unknown condition (DPU)
DOR	- Discarded - other reason (specify)
ESC	- Escaped

Species codes. Use the FAO 3-letter codes. Common species are listed here but you should carry a full list of FAO species codes.

Code	Common Name	Code	Common Name
SBF	Southern bluefin	LMA	Long finned Mako shark
PBF	Pacific bluefin	SMA	Short finned Mako shark
YFT	Yellowfin	BSH	Blue shark
BET	Bigeye	RRU	Rainbow runner
ALB	Albacore	WAH	Wahoo
SKJ	Skipjack	DOL	Mahi mahi
MLS	Striped Marlin	SFA	Sailfish
BLZ	Blue Marlin	SSP	Short-billed Spearfish
BLM	Black Marlin		

Tally species not sampled:

Attempt to measure all fish caught. If this is not possible, during periods of high catch rates or bad weather, choose four periods during the day to collect lengths, girths and weights of at least 25 randomly collected of the principal fish species being caught. Also record relevant data of all incidental species caught.. Tally fish caught but not sampled, as shown in example at left.

Period sampled		Tally of species not sampled:	
from: 0930	ALB		
to: 1055			

Page total for each species caught:	ALB	113	SBF	2
-------------------------------------	-----	-----	-----	---

Page totals - get these by adding the sampled fish (in lines 1 to 30) to the tallied fish shown in this example.

SPC/FFA REGIONAL OBSERVER VESSEL AND AIRCRAFT SIGHTINGS / FISH, BUNKERING and OTHER TRANSFERS LOGS

FORM GEN - 1

REV. MAR. 2014

OBSERVER NAME	VESSEL NAME	OBSERVER TRIP ID NUMBER	PAGE OF
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VESSEL OR AIRCRAFT SIGHTINGS

	SHIP'S TIME		OBSERVER'S VESSEL POSITION				SIGHTED VESSEL OR AIRCRAFT				COMPASS	DISTANCE	ACTION	PHOTO	COMMENTS
	DATE (MMDD)	TIME (hh mm)	LATITUDE (dd ° mm.mmm')	N S	LONGITUDE (ddd ° mm.mmm')	E W	NAME	INTERNATIONAL CALLSIGN	FLAG	TYPE CODE	BEARING (degrees)	(Nautical Miles)	CODE (seen vess)	FRAME #	
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															

FISH TRANSFERRING, FISH DUMPING, BUNKERING by OBSERVER'S VESSEL

	SHIP'S TIME		OBSERVER'S VESSEL POSITION				OTHER VESSEL				FISH TRANSFERRED (circle units)				ACTION	COMMENTS
	DATE (MMDD)	TIME (hh mm)	LATITUDE (dd ° mm.mmm')	N S	LONGITUDE (ddd ° mm.mmm')	E W	NAME	INTERNATIONAL CALLSIGN	FLAG	TYPE CODE	SKJ WGT. NO.	YFT WGT. NO.	BET WGT. NO.		CODE (host vess)	
1																
2																
3																

VESSEL AND AIRCRAFT 1 SINGLE PURSE SEINE 2 LONGLINE 3 POLE AND LINE 4 MOTHERSHIP 5 TROLL 6 NET BOAT 7 BUNKER	TYPE CODES 8 SEARCH, ANCHOR OR LIGHT BOAT 9 FISH CARRIER 10 TRAWLER 21 LIGHT AIRCRAFT 22 HELICOPTER 31 OTHER - please specify: _____	FLAG COUNTRY CODES • IF COUNTRY IS NOT IN LIST WRITE NAME OF COUNTRY CN CHINA US USA BZ BELIZE JP JAPAN PH PHILLIPINES RU RUSSIA TW TAIWAN PA PANAMA SG SINGAPORE KR KOREA HN HONDURAS LK SRI LANKA VU VANUATU	ACTION CODES • FISHING INCLUDES ANY FISHING RELATED ACTIVITY NOT OTHERWISE COVERED HERE RECEIVING FI FISHING TR TRANSHIPPING FISH PF POSSIBLY FISHING SR SET SHARING NF NOT FISHING BR BUNKERING DF DUMPING FISH OR OTHER ...specify... OG OTHER _____	ALL WEIGHTS MUST BE METRIC TONNES GIVING TG TRANSHIPPING FISH (from hold in one boat to hold in other) SG SET SHARING..... (from one boat's net to another boat's hold) BG BUNKERING
--	---	---	---	--

Sighting vessels is a very important surveillance role of observers. If vessels are seen that could possibly be fishing illegally, record as much detail as possible. Don't hesitate to contact the "Observer Co-ordinator" at FFA or your local fishery division, by telex, fax or email, immediately you see such activity. Include all information about the vessel and its activities. An example of the format to use when reporting a sighting to FFA is at the bottom of this page. Please follow the format, and add any other comments at the end of the message.

Observer Name	Put first name first and last name last. Print name in full.
Vessel Name	Put vessel's full name. Names <u>must not</u> be abbreviated.
Observer Trip ID	Same on all Forms - issued to observer before leaving port.
Page of	If there is more than one page for the trip, number each page.

SIGHTED VESSEL OR AIRCRAFT

Be as thorough as you possibly can when filling this section of the form. Any small piece of information can assist in identifying the vessel. This is especially important if you can not see the name or call sign. If you can not get some information because it is not visible or impossible to work out, put a dash in the data field.

Date/Time	Ship's date / time at start of sighting or transfer activity (dd/mm/yy hh:mm)
Latitude dd°mm.mmm'	Take positions from the GPS.
Longitude ddd°mm.mmm'	Record in degrees (2 digits for latitude and 3 for longitude), minutes and to 3 decimal place fractions of minutes
N S & E W	It is very important to record if latitude is North or South of the equator by writing "N" or "S" beside the position. Also be sure to note longitude as East or West of the 180° line. These can also be confirmed on the GPS.
Name (of sighted vessel)	If possible name the vessel you sighted. If you can't see the name properly, try to get a few of the letters from the name.
International Call-sign	If possible get any call signs or numbers that are visible.
Flag	Try to find out the flag country - often written on stern.
Type Code	"Vessel and aircraft type codes " are on front of Form. E.g.: purse -seiner = 1; longliner = 2; etc.
Compass bearing (degrees) and Distance (nautical miles)	Check compass and radar for a bearing and an exact distance from the observer's vessel to the other vessel. Estimate the distance if the radar is not available.
Action Code (seen vess)	In this section the "action code" describes the activity the sighted (<i>seen</i>) vessel is involved in when it was observed. If unsure of the best code, describe the activity in "comments".
Photo Frame #	If taking a photo, record the camera's photo frame number.
Comments	Comments about the sighted vessel or aircraft that have not been covered on the form. (E.g., distinguishing features such as colour, hull design or shape, bridge position, etc.). Be as thorough as possible as this will help identify the vessel later, especially if you can not get a name or call-sign.

FISH TRANSFERRING, FISH DUMPING, BUNKERING by OBSERVER'S VESSEL

Other vessel name	Name of any other vessel that is involved in a transfer operation with the observer's vessel.
International callsign	The call-sign that should be visibly painted on the other vessel
Type Code	Use the "Vessel and aircraft type codes " on front of this form to describe what type of vessel is receiving the fish.
FISH TRANSFERRED	SkipJack Weight Total Weight of Skipjack that has been transferred
	Yellowfin weight Total Weight of Yellowfin that has been transferred
	Bigeye Weight Total Weight of Bigeye that has been transferred
	"Blank" Weight Record the species code for any other type of species that are being transferred.
	Action Code See codes on front of Form.
Comments	Comment about the transfer activities that take place (e.g.: method used; problems; destination of the fish; etc.)

CODES

Vessel & Aircraft type codes	To make recording easier, each type of vessel has a unique number code (see code table). Be careful using number codes.
Action Codes (host vess)	Here describes the activity of the observer's vessel. If with another vessel be sure to use a code that shows whether the observer's (host) vessel receives ("_R") or it gives ("_G") items. If more than one action is taking place record the most important (usually to do with fish transfer) in the "ACTION" column and the second action code in the comments column. TR, TG - transferring fish between vessel holds SR, SG - set sharing - when vessel has too many fish after all wells are filled (usually from its last set) and another vessel is invited to brail the remaining fish from the its net. BR, BG - bunkering - when one vessel takes fuel from another OR, OG - other - if vessels meet to transfer other items DF - dumping fish - because bad, damaged or too many
Flag Country Codes	Try to identify country that vessel comes from either by seeing the actual flag flying or by the home-port name on the stern.

Report Format Example.

To FFA Observer Co-ordinator

sighting - Jun. 23-1400Z - **Pos.** 0512345S -15612233E *Moon-shadow* -Q2344
flag KR - **type** 2 - **dir.** 180 - **dis** 3 **act** fi photo **Xtra** large green stripe on hull.
Regards. "observer name"

This explains that on 23rd June a Korean longline vessel was sighted fishing at the position with latitude: 05°12.345'S and longitude: 156°12.233'E. The name of the vessel is *Moonshadow* and its callsign is Q2344. It has a large green stripe on the hull and a photo has been taken by the observer.

Supplementary FORM GEN - 1

OBSERVER NAME

VESSEL NAME

OBSERVER TRIP ID NUMBER

PAGE 1 OF 1

[illegible]

FISH TRANSFERRING, FISH DUMPING, BUNKERING by OBSERVER'S VESSEL

[illegible]

SPC/FFA REGIONAL OBSERVER SPECIES OF SPECIAL INTEREST

FORM GEN - 2

REVISED MAR. 2014

OBSERVER NAME	VESSEL NAME	OBSERVER TRIP ID NUMBER	PAGE OF
---------------	-------------	-------------------------	---------

SPECIES CODE	SPECIES DESCRIPTION
--------------	---------------------

THE SPECIES WAS: Tick to indicate the final encounter of the species with the vessel:

SIGHTED ONLY: ☐

INTERACTED WITH THE VESSEL'S GEAR ONLY: ☐

LANDED ON DECK: ☐

TIME OF FIRST OBSERVER SIGHTING	hh: mm	SHIP'S DATE AND TIME YY MM DD hh mm				LATITUDE (dd°mm.mmm')	N S	LONGITUDE (ddd°mm.mmm')	E W
DETAILS OF THE FINAL ENCOUNTER (for any landing see PS-2, PL-2, LL-4)									

DID THE OBSERVER SIGHT THE SPECIES OF SPECIAL INTEREST BEFORE THE SET? (circle one) Yes / No / No Set

SPECIES LANDED ON DECK:

CONDITION LANDED:	CONDITION CODE	CONDITION DESCRIPTION
CONDITION DISCARDED	CONDITION CODE	CONDITION DESCRIPTION
DESCRIBE INTERACTION / TREATMENT / RELEASE		LENGTH (cm)
		LENGTH CODE
		SEX (M-F-I-U)

TAGS	RETRIEVED			PLACED		
	TAG NUMBER	TYPE	ORGANISATION	TAG NUMBER	TYPE	ORGANISATION

INTERACTIONS WITH VESSEL OR VESSEL GEAR:

VESSEL ACTIVITY DURING INTERACTION: → SETTING ☐ HAULING ☐ SEARCHING ☐ TRANSITING ☐ OTHER (specify) ☐								
CONDITION START of INTERACTION:	No.	Condition Code	CONDITION DESCRIPTION	END of INTERACTION:	No.	Condition Code	CONDITION DESCRIPTION	
DESCRIBE INTERACTION and if relevant any TREATMENT / RELEASE								

SPECIES SIGHTED

VESSEL ACTIVITY WHEN SIGHTED: → SETTING ☐ HAULING ☐ SEARCHING ☐ TRANSITING ☐ OTHER (specify) ☐			
NUMBER SIGHTED	NUMBER OF ADULTS	NUMBER OF JUVENILES	ESTIMATE THE OVERALL LENGTH(s) (From the head to the tail)
DISTANCE FROM VESSEL	SPECIES BEHAVIOUR WHEN SIGHTED		
m			

Observer Name	Print your name in full. First name first, then your family name (e.g "John Masa").	
Vessel Name	Print the vessel's name in full. Do not use abbreviations.	
Observer Trip ID Number	This is the number issued by your observer programme. It will be the same all trip.	
Page of	Number all the GEN-2 forms together, in sequence. Continue until the trip is complete.	
Species Code	Use the three-letter FAO species code.	
Species Description	Use this field to describe some of the identifying features of the species. This may help us to correctly identify the species. Consider the colour, any distinctive markings, the shape of the head, fins, tail, the position of the blow hole and the place of the fins in relation to other body parts.	
Tick to indicate the FINAL encounter	Tick one box only - to indicate the FINAL encounter the species of special interest had with the vessel. For instance, if you a marine mammal that was interacting with the vessel (swimming around the vessel) and it was subsequently landed, tick 'landed on deck'.	
Time of first observer sighting	Note the time the observer FIRST noted the species of special interest.	
Details of the FINAL encounter (for any landings see PS-2, PL-2 or LL-4)	Note the ship's date and time, and the position at the start of the final encounter. For instance, if the final encounter was an interaction mark the time, date and position of the start of the interaction. Otherwise record the details for when the observer first noted the SSI during the interaction. If the final encounter is landed on deck you must record the start of set ship's time from PS-2, PL-2 or the ship's time landed from the LL-4 form.	
Latitude / Longitude	Note start of set position for species landed on deck. If a species was only sighted or only interacted with gear, note position the vessel was in when species was first seen.	
Did the Observer Sight the SSI before the set?	Circle one of the choices. For instance, circle Yes to indicate that the observer saw the SSI before the set was made. This question is most relevant for PS vessels, but should be answered for all gears.	
SPECIES LANDED ON DECK:		
USE THESE CONDITION CODES	A0 - Alive but unable to describe condition.	Normally use one GEN-2 for every SSI landed, but if many animals are landed in a PS set use the GEN-2 supplement to record condition, length, and sex of up to 30; then use a PS-4 to record lengths if more than 30.
	A1 - Alive and healthy.	
	A2 - Alive, but injured or distressed.	
	A3 - Alive, but unlikely to live.	
	A4 - Entangled, okay.	
	A5 - Entangled, injured.	
	A6 - Hooked, externally, injured.	
	A7 - Hooked, internally, injured.	
A8 - Hooked, unknown, injured.	D - Dead	U - Condition unknown.
	D1 - Entangled, dead	U1 - Entangled, unknown condition.
	D2 - Hooked, externally, dead.	U2 - Hooked, externally, condition unknown.
	D3 - Hooked, internally, dead.	U3 - Hooked, internally, condition unknown.
	D4 - Hooked, unknown, dead.	U4 - Hooked, unknown, condition unknown.
Condition description	Write a description of the condition of the species when landed / discarded. This may help to further assess the condition of the landed / discard species.	
Describe the Interaction/ treatment/ release	Make detailed notes on the SSI from the moment it interacted with the boat to the point of its release. Continue the description in the journal and record page no. on the form. Refer to WCPFC RHS handling guidelines.	
Length / Length code	Measure the species using an UF measurement for any m.mammals, sharks and a CL measurement for turtles.	
Sex (M-F-I-U)	M - male, F - Female, I - Indeterminate (checked, but not clear), U - unknown (not checked).	
TAGS		
Record all details about any tags placed or found on the species here.		
Type of Tags	Record if it was a common dart, an archival (stitched inside body), or a pop-up (stitched to the outside of the body) tag.	
INTERACTIONS WITH VESSEL OR VESSEL GEAR:		
<i>"Interactions" are when a SSI touches, or is directly affected by the presence of the catcher vessel, its gear, or tender vessel. Examples may include: whales/dolphins inside a purse seine net; dolphins riding vessel bowwaves; pilot whales waiting near vessel or net to be fed, SSI's hooked on longlines but not landed. Use one form per species per incident. If there are more than five SSI landed from any one set use the supplementary GEN-2 form.</i>		
Vessel's Activity	Tick to indicate the vessel's activity when the interaction was first noted.	
Condition - No.	Use GEN-2 condition codes , above, to describe how many of a species are in each condition, at start, and again at end, of the interaction with the vessel or vessel gear.	
- Code		
- Description	Add any notes (words) that may help further define condition the SSI condition,. For instance, if it was an A2 condition you could mention that the SSI was 'Bleeding heavily' to clarify its condition	
DESCRIBE INTERACTION and if relevant any TREATMENT / RELEASE	Make detailed notes on the interaction. If more space is needed use the observer's journal and mark the page number here.	
SPECIES SIGHTED:		
<i>Sightings' refer to SSIs that, as far as an observer can tell, seem not to be directly affected by the vessel's presence. Usually such 'sightings' are at least 100m away. However, when so close, observe carefully for interaction behaviour.</i>		
Vessel's Activity	Tick to indicate the vessel's activity when the interaction was first noted.	
Number Sighted	Record the total number of species sighted for this date and time.	
Number of Adults	If more than one animal is involved, record the number of adults you can see.	
Number of Juveniles	If you can see juveniles with the pod of whales or dolphins record the number here. Otherwise record all animals under "number of adults".	
Species Behaviour	Describe the behaviour of the animal in the water. Use own words but some technical terms that may be helpful include: <i>wake riding</i> (swimming close behind boat); <i>bow riding</i> (swimming off the bow of the boat); <i>logging</i> (floating motionless in a group); <i>breaching</i> (launching themselves into the air head first and then falling back into the water with a splash); <i>lobtailing</i> (tail slapping); <i>playing</i> (having fun !); etc.	
Distance from Vessel (m)	Estimate the distance the species was from the vessel.	

**SPC/FFA REGIONAL LONGLINE OBSERVER
SPECIES OF SPECIAL INTEREST - multi-landings**

**Supplement to
FORM GEN-2**

REV. MAR. 2014

OBSERVER NAME		OBSERVER TRIP ID NUMBER	SUPPLEMENT TO GEN-2 FORM: PAGE OF	
VESSEL NAME		MEASURING INSTRUMENT	(from GEN-2 form)	
START OF SET DATE AND TIME				
Y Y	M M	D D	h h	m m

1	SPECIES AND SEX	LENGTH	CONDITION		DESCRIPTION - any extra words that will help describe condition (interaction, treatment, any handling and release.)
			CODE		
1	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
2	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
3	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
4	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
5	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
6	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
7	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
8	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
9	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
10	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
11	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
12	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
13	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
14	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		
15	SP. CODE	(cm)	LANDED		
	SEX (M-F-I-U)	CODE	DISCARD		

16	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
17	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
18	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
19	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
20	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
21	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
22	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
23	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
24	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
25	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
26	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
27	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
28	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
29	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	
30	SP. CODE	(cm)	LANDED	
	SEX (M-F-I-U)	CODE	DISCARD	

If more than 30 animals landed in a single purse seine set then record only the lengths of the remaining animals on a PS-4 form associated with the set. Try to sample animals on this form randomly without favour to size, sex or condition. If this is not possible for any reason, please explain below:

Further comment on sampling procedures:

Are more measurements of these animals recorded on a PS-4 form: Yes / No

REVISED MAR. 2014

Observer NAME		<i>This form <u>must</u> be filled in by the observer for every trip</i>		NATIONALITY OF BOARDING VESSEL IF BOARDED DURING TRIP AT SEA:	
Obs. NATIONALITY	TRIP ID NUMBER	COASTAL STATE LICENCES (IF ANY)			
VESSEL NAME	COUNTRY REG. #	UVI	IRCS	VESSEL FLAG	VESSEL GEAR TYPE

Did the vessel do any of the following (indicate 'Yes' or 'No' with an 'X' for every item)

		Yes	No	pg No.
Observer rights / social behaviour	RS -a Did the operator or any crew member assault, obstruct, resist, delay, refuse boarding to, intimidate or interfere with observers in the performance of their duties	☐	☐	☐
	RS -b Request that an event not be reported by the observer	☐	☐	☐
	RS -c Mistreat other crew	☐	☐	☐
	RS -d Did operator fail to provide observer, while onboard, at no expense to observer or the observer's Government, with food, accommodation, access to safety gear and medical facilities of reasonable standard - equivalent to those normally available to an officer onboard the vessel	☐	☐	☐
Refer to instruction pages for the full wording of all items on this page				
National regulations	NR -a Fish in areas where the vessel is not permitted to fish	☐	☐	☐
	NR -b Target species other than those they are licenced to target	☐	☐	☐
	NR -c Use a fishing method other than the method the vessel was designed or licensed	☐	☐	☐
	NR -d Not display or present a valid (and current) licence document onboard	☐	☐	☐
	NR -e Transfer or transship fish from or to another vessel	☐	☐	☐
	NR -f Was involved in bunkering activities	☐	☐	☐
	NR -g Fail to stow fishing gear when entering areas where vessel is not authorised to fish	☐	☐	☐
WCPFC CMMs	WC -a Fail to comply with any Commission Conservation and Management Measures (CMMs)	☐	☐	☐
	WC -b High-grade the catch	☐	☐	☐
	WC -c Fish on FAD during FAD Closure	☐	☐	☐
Logsheet recording - Position Logsheet recording - Catch	LP -a Inaccurately record vessel position on vessel log sheets for sets, hauling and catch	☐	☐	☐
	LP -b Fail to report vessel positions to countries, where required when entering and leaving an EEZ (crossing to or from an EEZ into or out of the High Seas)	☐	☐	☐
	LC -a Inaccurately record retained 'Target Species' in the Vessel logs [or weekly reports]	☐	☐	☐
	LC -b Inaccurately record 'Target Species' Discards	☐	☐	☐
	LC -c Record target species inaccurately [eg. combine bigeye/yellowfin/skipjack catch]	☐	☐	☐
	LC -d Not record bycatch discards	☐	☐	☐
	LC -e Inaccurately record retained bycatch Species	☐	☐	☐
	LC -f Inaccurately record discarded bycatch species	☐	☐	☐
SSIs	SI -a Land on deck Species of Special Interest (SSI. (eg. Marine mammals, turtles seabirds or protected sharks)	☐	☐	☐
	SI -b Interact (not land) with SSIs	☐	☐	☐
Pollution	PN -a Dispose of any metals, plastics, chemicals or old fishing gear	☐	☐	☐
	PN -b Discharge any oil	☐	☐	☐
	PN -c Lose any fishing gear	☐	☐	☐
	PN -d Abandon any fishing gear	☐	☐	☐
	PN -e Fail to report any abandoned gear	☐	☐	☐
Sea safety	SS -a Fail to monitor international safety frequencies	☐	☐	☐
	SS -b Carry out-of-date safety equipment	☐	☐	☐

(pg 2)

OBSERVER PROGRAMME

JOURNAL PAGE NUMBERS FOR THE EXPLANATION SHOULD BE RECORDED IN THE BOXES PROVIDED ON THE FRONT OF THIS FORM

[illegible]

If unsure that a violation has been committed but suspect a vessel has violated its license agreement place an 'X' in the 'YES' box. Then write a full account of the incident, including all evidence that aroused suspicion.

OBSERVER PROGRAMME	The observer programme/provider you are contracted to (employed by) for this trip.
OBSERVER NAME	As written in your passport. Observer must print first name first and last name (family name) last.
OBSERVER NATIONALITY	YOUR nationality as per the passport you are using.
OBSERVER TRIP ID No.	Observer trip identification number. Same number for all forms and issued before leaving port.
COASTAL STATE LICENCE (if any)	List the licence number(s) of any current licence issued by a Coastal State (i.e. countries where the vessel is licensed to fish).
NATIONALITY OF BOARDING VESSEL IF BOARDED AT SEA	If host vessel is boarded by authorities and inspected at sea, what was nationality of the authority?
VESSEL NAME	Full vessel name, as written on licence documentation - not abbreviated. Include all numbers.
COUNTRY REGISTRATION #	The country registration number that was issued by the country where the vessel is registered. WCPFC requires all vessels over 100 Gross Tonnage to have a UVI after 1st Jan 2016. The number may appear on certificates before 2016. Generally the UVI is the International Marine Organisation number or may be the the Lloyd's Register (LR) no.
UNIQUE VESSEL IDENTIFIER	International Radio Call Sign is issued by the flag state, normally painted on the side of the boat and a mix of letters and numbers. The IRCS should be the main number on the hull or side of the vessel. Confirm this before recording it. It may also be found on the vessel's licence.
INTERNATIONAL RADIO CALL SIGN (IRCS)	
VESSEL FLAG	Record the flag of the vessel. This is the same as the country the vessel is registered in.
VESSEL GEAR TYPE	The fishing method vessel is licensed to use (i.e. purse seine, longline, pole-and-line)

If unsure that a violation has been committed but suspect a vessel has violated its license agreement, place an 'X' in the 'Yes' box. Then write a full account of the incident, including all evidence that aroused suspicion.

During the trip did the Master or crew of the vessel attempt or do any of the following:

Observer rights / social behaviour	RS-a	Did the operator or any crew member assault, obstruct, resist, delay, refuse boarding to, intimidate or interfere with observers in the performance of their duties Were you prevented, blocked, intimidated, harassed or threatened by any of the crew or operator while onboard? Did any crew member attempt to bias your work through a gift or bribe?
	RS-b	Request that an event not be reported by the observer Did any crew member or operator ask you not to record, report photograph or video an event?
	RS-c	Mistreat other crew Were there any clear systematic or prejudiced bullying or mistreatment of any crew?
	RS-d	Did the operator fail to provide the observer, while on board the vessel, at no expense to the observer or the observers Government, with food, accommodation [access to safety gear] and medical facilities of a reasonable standard equivalent to those normally available to an officer on board the vessel Do you think you were purposely given poor accommodation, food, no access to safety gear or medical treatment?
National regulations	NR-a	Fish in areas where the vessel is not permitted to fish Be aware of areas within EEZs that a vessel is not allowed to fish. These include closed 'high seas pockets for purse-seiners', internal waters, territorial seas (12 miles from a land and archipelagic waters baseline) that are off limits to most gear types (however some exceptions do occur).
	NR-b	Target species other than those they are licensed to target The target species is mentioned on the vessel's fishing permit. Usually "Tuna" will be the target species. Most common species targeted illegally are sharks or reef species targeted with handlines.
	NR-c	Use a fishing method other than the method the vessel was designed or licensed The licensed fishing method is on the vessel's fishing permit. Note if a fishing method other than that on the permit is used. Common violations are hand lining near reefs and purse seiners setting lines at night to catch sharks. Fully describe the type of gear used and what species, if any, were caught.
	NR-d	Not display or present a valid (and current) licence document onboard A valid original licence document should be in the wheelhouse on display. Regulations usually require an official licence document to be kept onboard ready for inspection on request by suitable people, including observers. Record 'YES' if: no document; a copy or faxed document; an outdated document; or a cover letter shown. Report which type and
	NR-e	Transfer or tranship fish from or to another vessel. Transhipping of fish by purse seiners can only occur in designated ports. Indicate if host vessel transhipped fish or any fish products (e.g. shark fins) at sea. Note: group seine operations in PNG may tranship at sea in their zone
	NR-f	Was involved in bunkering activities Bunkering is transfer of fuel between vessels. Generally a bunker vessel is a specialised fuel carrier. Some countries ban bunkering except at port, while others require notification prior to bunkering.
	NR-g	Fail to stow fishing gear when entering areas where vessel is not authorised to fish Fishing gear should be stowed when entering waters of areas where vessels are not authorised to fish E.g.: net covered, boom lowered on purse seiners; floats stored and covered and snoods stored on longliners
WCPFC CMMs	WC-a	Fail to comply with any Commission Conservation and Management measures (CMMs) Has any WCPFC regional regulation (CMM) been breached?
	WC-b	High grade the catch Did the vessel discard target species already on board to make room for better quality, larger size or for a more marketable target species
	WC-c	Incorrectly dispose of fish offal Did vessel retrieve, service, set or fish on any floating object or group of objects, of any size, that was or was not deployed, living or non-living, including (but not only) buoys, floats, netting, webbing, plastics, bamboo, logs or whale sharks, floating on or near the surface of the water that fish may associate with? Was vessel used to aggregate fish or to move aggregated fish, including using underwater lights or chumming.

VESSEL TRIP REPORT		Form GEN-3 (pg2) Notes
Logsheets recording - Position Logsheets Recording - Catch	Inaccurately record vessel position on vessel log sheets for sets, hauling and catch The vessel logsheet should be filled out by the Captain or a designated officer, daily, or after each set. LP-a The observer has the right to ask to see this log (inspect this log at least once a day). If there are significant discrepancies (>3nm) of reported set positions between the vessel log and the observer forms the details should be written into the observer report.	
	Fail to report vessel positions to countries, where required when entering and leaving an EEZ (crossing to or from an EEZ into or out of the High Seas) LP-b Zone Entry and Zone Exit as well as Port Entry and Port Exit notifications are regulated by countries. Most countries also have mandatory Wednesday reporting of position when fishing in their EEZs.	
	Inaccurately record retained "Target Species" in the Vessel logs or weekly reports Is the vessel under reporting, over reporting or not reporting any of the observed sets for any reason ? LC-a It is critical that observers do their own accurate estimate of catch. Compare vessel logged catches with your estimates to ensure all sets are recorded and the catch has been logged correctly every day.	
	Inaccurately record "Target Species" Discards LC-b Report any attempt to not report commercial species that have been rejected because they are damaged, too small or are considered to be undesirable for other reasons. Note in your report if discards were reported by vessel.	
	Record target species inaccurately LC-c On purse seiners BET are commonly recorded as YFT; and both BET and YFT are sometimes recorded as SKJ. Mixed small BET and YFT are often recorded as just YFT, simply because they fetch the same cannery price.	
	Not record bycatch discards LC-d Report any attempt to not report any fish, shark, reptile or mammal species - retained or discarded.	
	Inaccurately record retained bycatch species LC-e Report if vessel wrongly reports retained bycatch species.	
	Inaccurately record discarded bycatch species LC-f Report if vessel wrongly reports discarded bycatch species.	
SSIs	Land on deck Species of Special Interest (SSIs) Did the vessel land on deck at any time (either deliberately or accidentally) during the trip any SSIs. SSIs are: all turtles; all marine mammals – dolphins, whales, seals, dugongs, etc; birds; oceanic whitetip sharks and silky sharks and whale sharks. All landings should also be fully recorded on the catch details forms (PS-3, PL-3, LL-4). More complete data and description must be in GEN-2 forms, the observer's journal and written report It is important to note the vessel's general attitude to such animals in reports.	
	Interact (not land) with SSIs (e.g. Marine mammals, turtle or whale sharks) SI-b Did any SSIs interact with any part of the vessel, its gear, or its support boats, etc., during the trip ? More information on interactions must be recorded on GEN-2 forms, observer journal and written report.	
Pollution (see MARPOL explanation on GEN-6)	Dispose of any metals, plastics, chemicals or old fishing gear PN-a Was there any deliberate throwing over of: metals or plastics (from kitchen or elsewhere on boat); or parts of the fishing gear (netting, nylon line, etc.); from the vessel into the ocean at any time ? Was any unprocessed perishable garbage discharged within 12 nautical miles of land or a reef ?	
	Discharge any oil PN-b Was any fuel oil spilled or dumped within 50 nautical miles of shore ?	
	Lose any fishing gear PN-c Was any fishing gear lost during this trip ?	
	Abandon any fishing gear PN-d Was any fishing gear dumped or abandoned by the observer's host vessel ?	
	Fail to report any abandoned gear PN-e Did vessel not report any lost fishing gear (IF REQUIRED by the country in which waters it is fishing) ?	
Sea safety	Fail to monitor international Safety frequencies SS-a Does the vessel keep its radio tuned into and turned onto the international distress, safety and calling frequencies when it is not communicating ? <u>Frequencies are:</u> VHF marine radio for medium to long range voice communications - 2182 kHz VHF marine radio for short range voice communications - Channel 16	
	Carry out-of-date safety equipment SS-b Was any of the safety equipment (lifeboats, EPIRBs, etc.) out of survey date or in a bad condition ?	

SPC/FFA REGIONAL OBSERVER CONVERSION FACTORS	FORM GEN-4
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SPC/FFA REGIONAL OBSERVER CONVERSION FACTORS	FORM GEN-4
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REVISED MAR. 2014

OBSERVER NAME	MEASURING INSTRUMENT	OBSERVER TRIP ID No.	PAGE OF
VESSEL NAME	MAKE, MODEL AND CAPACITY OF SCALES	SHIP'S START OF TRIP DATE (YYYY/MM/DD)	SHIP'S END OF TRIP DATE (YYYY/MM/DD)

DETAILS OF WEIGHTS AND MEASUREMENTS COLLECTED									
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CONVERSION FACTORS

OBSERVER NAME	MEASURING INSTRUMENT	OBSERVER TRIP ID No.	PAGE OF
This header should be filled in completely	<i>e.g.: SPC 1.5 m Aluminium calipers</i>	<i>e.g.: JMA 97-</i>	This is page 7 → 7 → 19
VESSEL NAME	MAKE, MODEL AND CAPACITY OF SCALES	Total number of GEN-4s forms used in the trip was 19	
	<i>e.g.: Salzer 100kg dial-faced spring scales</i>	Don't forget !	

DETAILS OF WEIGHTS AND MEASUREMENTS COLLECTED																			
SET NO.	LABEL NO.	SHIP'S TIME	SPECIES CODE	LENGTHS (in cm.)						WEIGHTS (in kg.)				WET FIN	PROCESSED WGT.		LANDED WEIGHT		COMMENTS
				UF	US	LF	PF	PS	TL	WHOLE	HEAD	TAIL	GUTS		(kg.)	CODE	(kg.)	CODE	
# 1	3	1720	BET	152	124	—	—	98	—	—	—	4		9	72	GG	70	GG	An example

Set No.

Record the relevant set number ie set # 1, 2 etc. There is no need to start a new page for a new set but you must indicate the correct set number for each line. The set number is at the top of the PS-3 and LL-4 form

Label No.

When unable to get **whole** or **processed weight** during the trip attach a label inside the mouth or gut cavity of the fish. When back on shore record **landed weight**.

If processed weight can be collected on board still use labels and then also record **landed weight** of fish as it is recorded at unloading. This can be used for checking weight loss during storage

Ship's Time and Species Code

must be recorded exactly as they are on Catch Monitoring Form (LL-4) on longliners or the set time and species from the Set Details Form (PS-3) on purse seiners

If using Form GEN-4 but not using Form LL-4 (see * below), record sex in the comments field.

Length code describes what parts of the fish or animal are actually measured

Code Description

UF - Upper jaw to fork in tail
US - Upper jaw to second dorsal fin
LF - Lower jaw to fork in tail
PF - Pectoral fin to fork in tail
PS - Pectoral fin to second dorsal TL fin
- Total length (for sharks)

measure the pectoral and second dorsal fins at the most forward points that they attach to the body

Collect "UF", "US" and "PS" for tunas
Collect "LF", "PF" and "PS" for billfish

Weights:

if <10 kg
aim for accuracy to 0.5 kg (round to nearest whole kg)

if >10kg
aim for accuracy to 1.0 kg

Tunas: Include removed gills with guts when weighing whole weight.

Billfish: Include removed bills with guts when weighing whole weight

Weight codes describe the state of the fish at the time that it was weighed. As such they must not be confused with Fate codes, which describe the final state of the fish.

Code Description

WW - Whole weight
GG - Gutted and gilled
GH - Gutted and headed
GT - Gutted, gilled and tailed

GX - Gutted, headed and tailed
GO - Gutted only (gills left in)

The GEN-4 form can be used to collect information from several sets (see the set number column on the left). As with all data it is important that you collect information as accurately as possible.

However, it is not important to collect this data for all catch. Usually only the more experienced and proven observers will be asked to collect this extra information. Only collect data for this form when it can be comfortably and accurately gathered without stopping the collection of other important data.

* On some more difficult trips you may choose, or were asked, to take time out from normal sampling to put more effort into collecting conversion factor information. In this situation the Catch Monitoring Form may not be used. At times like this record the sex of the fish in the comments section of Form GEN-4.

The comments section can be used to note any factor that you feel has had an important influence on the data collection for this form.

FAD/PAYAO and FLOATING OBJECTS INFORMATION RECORD

Form GEN-5

REVISED MAR. 2014

OBSERVER NAME:	VESSEL NAME:	OBSERVER TRIP ID NUMBER:	PAGE OF
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Date (from PS-2)	Time	Set No.	Object number	Origin of FAD	Deployment date	latitude dd°mm.mmm'	N S	and longitude ddd°mm.mmm'	E W	FAD as found	FAD lifted	FAD as left	Comments / Change details	
											YES / NO			
FAD materials		net/mesh	net/mesh		Max est.	FAD	FAD	Buoy	FAD / Payao No.	SSI	SSI			
Main materials	size	Attachments	size	depth	length	width	number	and or markings	seen	trapped				
			cm					M	M	M			Y / N / U	Y / N / U

Date (from PS-2)	Time	Set No.	Object number	Origin of FAD	Deployment date	latitude dd°mm.mmm'	N S	and longitude ddd°mm.mmm'	E W	FAD as found	FAD lifted	FAD as left	Comments / Change details	
											YES / NO			
FAD materials		net/mesh	net/mesh		Max est.	FAD	FAD	Buoy	FAD / Payao No.	SSI	SSI			
Main materials	size	Attachments	size	depth	length	width	number	and or markings	seen	trapped				
			cm					M	M	M			Y / N / U	Y / N / U

Date (from PS-2)	Time	Set No.	Object number	Origin of FAD	Deployment date	latitude dd°mm.mmm'	N S	and longitude ddd°mm.mmm'	E W	FAD as found	FAD lifted	FAD as left	Comments / Change details	
											YES / NO			
FAD materials		net/mesh	net/mesh		Max est.	FAD	FAD	Buoy	FAD / Payao No.	SSI	SSI			
Main materials	size	Attachments	size	depth	length	width	number	and or markings	seen	trapped				
			cm					M	M	M			Y / N / U	Y / N / U

Date (from PS-2)	Time	Set No.	Object number	Origin of FAD	Deployment date	latitude dd°mm.mmm'	N S	and longitude ddd°mm.mmm'	E W	FAD as found	FAD lifted	FAD as left	Comments / Change details	
											YES / NO			
FAD materials		net/mesh	net/mesh		Max est.	FAD	FAD	Buoy	FAD / Payao No.	SSI	SSI			
Main materials	size	Attachments	size	depth	length	width	number	and or markings	seen	trapped				
			cm					M	M	M			Y / N / U	Y / N / U

Diagrams- label with 'Object number'

FAD/PAYAO and FLOATING OBJECT INFORMATION RECORD

Complete a GEN-5 record for every activity code '9' or '10D' entered on a PS-2, related to any FAD or other floating object described in the 'Floating Object' list on the workbook codes page.
(except if for same object encountered unchanged within four hours of previous encounter)

Observer name, Vessel name - Print each name out in full.

For example: an observer name = "John Smith"; and a vessel name = "Mahino No 8")

Observer trip ID number: - number issued by the authority that placed the observer.

Page of : Number "Form GEN-5's throughout the trip as Page 1, Page 2, Page 3, etc.

At end of trip put the last page number on every page.

For example if there are 10 x FAD Information Forms filled out then the first page will be "Page 1 of 10", the fourth page will be "Page 4 of 10" and the last page will be "Page 10 of 10".

Date & Time - Must match the PS-2 form time for the activity code related to this floating object.

Use "Ship's Date" and "Ship's Time" on the ship's clock - the date and time used by crew onboard.

Observers should set their watches to this date and time as soon as they board the vessel.

Set Number - If object is involved in a set during this encounter record the same Set No. that is recorded on the daily activity sheet (PS-2). If no set is made record a dash in this space.

Object Number - Give new (consecutive) 'Object Number' to each floating object. Start with 001.

If that same object is recognised in future activities use the same 'Object Number' in the record.

If it comes onboard it still gets an Object No. and if returned to water at same place, number stays the same, however if it goes to a different area it gets a new number and a new record is created.

Origin of FAD - Try to find out the origin of the object before this current encounter.

Use the "Origin" code that best describes where the FAD or floating object came from.

If you cannot find out where the FAD came from, use the code for "unknown".

If origin not listed use "other" and describe in comments. Also use comments for additional details.

N.B. The difference between Code "5" or "6" and Code "7" is that the FAD in that codes 5 or 6 are used for will have a radio buoy still attached, whereas the FAD (or other floating object) will no longer have a buoy attached to it.

Deployment date, latitude and longitude - If deployment is not actually witnessed by observer efforts try to get this information from the vessel's records, if applicable. Otherwise enter dashes.

Buoy number and FAD/PAYO Numbers and markings

Record any identification numbers seen on any radio buoy (or other buoy) that is attached to the floating object or FAD, or any ID numbers or other markings that can be seen on the FAD/Payao itself.

If only part of an identification number can be seen then record the parts that can be seen and show question marks for letters or numbers that cannot be read (e.g. STV-76??3H)

SSI seen and SSI trapped - *circle* 'Y' = yes, 'N' = no; or 'U' = unknown

to state if any **Species of Special Interest (SSI)** is seen near the object and again to state if any SSI is trapped, whether with webbing, ropes, cloth, buckets, between the bars in a rack or other.

NB - use 'N' only if top of FAD (in water) and attachments (when FAD is lifted) are clearly seen.

Write the name of the SSI species in the Comments area and be sure to fill in a GEN-2 form.

FAD as Found, FAD lifted and FAD as Left

Shows what an object is when it is found and if it has changed by the time the vessel leaves it.

N.B.: Complete the 'FAD as Found' field only if object was found in the water - if the object is a FAD being deployed for the first time then only record a dash in the 'FAD as found' field.

Circle YES or NO to show if FAD was lifted from water at any time.

Watch for changes being made to any found floating object before the vessel leaves it adrift again.

If no modifications were made to the object, the 'As found' and 'As Left' fields should be identical.

If object is brought aboard vessel and moved to another area put a dash in the 'FAD as left' field.

A new record will be created if that floating object is redeployed.

FAD Materials - Main Materials, FAD Attachments and Net/mesh size

Most materials found in the main body (or platform) of floating objects and those commonly used for attachments under FADs have codes '1' to '17' in the list under 'FAD materials' on this form.

N.B.: some materials can be used as main material or as attachment materials

so the material codes may be used twice - describing both the main and the attachment materials.

If many materials make up the body of a FAD, list up to 3 of them starting with the most abundant.

If the object has a component not included in the list use other code "17" and describe in comments.

If not sure of the material use unknown code "10" and describe it, if possible.

If possible get diagonal mesh measurements of net used to make the platform and/or attachments

Max Est Depth (maximum estimated depth)

Record the estimated depth (**in metres**) below the surface of the water of any objects, streamers or other equipment attached to the FAD (but not including the anchor rope or chain) at the time the object is found (or deployed, if the deployment is the reason for this record).

If there are any attachments at all always make an estimate even if estimating depth is very difficult.
- comment on the difficulty.

Fad Length & Fad Width

Record dimensions (length and width) of the main body of a floating object or FAD when it is found (or deployed if the deployment is the reason for this record).

If the object has an irregular shape or is made up of multiple components, imagine a box with the object in it and record the length and width dimensions of the imaginary box.

Comments / Change details

Record any information that will help identify a FAD or floating object and any information that can help understand why the FAD or floating object works well or doesn't work well.

If a FAD has been changed describe the changes. with notes and refer to more description that are written in the observer's trip report and/or daily journal.

Diagrams - A drawing of an object can be very helpful.

SPC/FFA REGIONAL OBSERVER POLLUTION REPORT

FORM GEN-6

REVISED MARCH 2014

OBSERVER NAME	VESSEL NAME	OBSERVER ID NUMBER	PAGE OF
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- fill in one form for each pollution incident -

INCIDENT DETAILS

Ship's DATE and TIME					LATITUDE		N / S		LONGITUDE		EEZ / HARBOUR	
YY	MM	DD	hh	mm	(dd°mm.mmm')				(ddd°mm.mmm')		E / W	
WIND DIRECTION		WIND SPEED			SEA CONDITIONS (C, S, M, R)		CURRENT : (knts and direction °)			OBSERVER'S VESSEL ACTIVITY		
NAME OF OFFENDING VESSEL					IRCS		TYPE OF VESSEL		YOUR POSITION FROM OFFENDING VESSEL Compass Bearing Distance (nautical miles)			

WASTE DUMPED OVERBOARD

Material	Tick each box that applies	Describe Type	Describe Quantity
Plastics	☐		
Metals	☐		
Waste oil	☐		
Chemicals	☐		
General garbage	☐		
(within 12 miles of shoreline) describe:			

OIL SPILLAGES AND LEAKAGES

Source	Tick each box that applies	Visual Appearance / Colour	Describe Area and Quantity
Vessel Aground / Collision	☐		
Vessel at Anchor / Berth	☐		
Vessel Underway	☐		
Land based source - Describe source	☐		
Other - please specify	☐		

Abandoned or Lost Fishing Gear

Source	Activity	Describe Gear	Estimate Quantity
Lost during fishing			
Abandoned			
Dumped			

Other comments:

Were there any stickers/ posters displayed to remind the vessel about MARPOL Regulations?

Y / N

Did you take any photos?

Y / N

If yes, please state the number(s) of the photo frames or files.

MARPOL Regualations - state

It is illegal for any vessel to discard any form of plastics into the sea at anytime. It is illegal for any vessel to discard any form of oil into the sea less than 50 nautical miles (nm) from shore. It is illegal for any vessel to dump any form of rubbish into the sea within 12 nautical mile of the shore, unless the vessel has a machine on-board (comminuter) to shred and treat the waste. In this case they can release the treated garbage up to 3 nm from the shore.

POLLUTION REPORT

Remember - Fill in one form for each pollution incident. There might be more than one per day.
If forms run out, report this on the last form and continue recording pollution infringements in diary.

Observer Name	Put first name first, and your family name last.
Vessel Name	Record the full name of the vessel. Do not use any abbreviations.
Observer ID Number	Use the number assigned by the observer programme e.g. AA 03-01
Page of	Number all GEN-6 pages in sequence from the start until the end of the trip
Date of Incident (yy / mm /dd)	Date pollution seen in year, month and day. <i>Use ship's time as defined in other observer data collection forms</i>
Time (00.00 hrs)	Report the time using the 24hr clock.
Latitude / Longitude	Record the GPS position of the host vessel when the pollution was first seen.
EEZ / Harbour	Record the EEZ or, for shorebase staff, mark port or Harbour name here.
Wind Direction	The prevailing wind direction. Use degree eg. 90 degrees for an east wind
Wind Speed	Record the prevailing wind speed.
Sea Conditions	C- Calm, S- Slight, M- Moderate, R - Rough.
Current (knts and direction)	If the vessel has a current meter find out what the current strength is.
Observer's vessel activity	State the host (observer's) vessel activity at the time of the pollution incident. Some activities to consider might be: fishing; transshipping; bunkering; transitting; aground.
Name of offending vessel	Make an effort to record the complete and proper name of offending vessel. Be careful not to make any spelling mistakes which may make it difficult to prosecute the vessel if the report goes through legal proceedings.
IRCS	The international callsign is marked in large letters on the side of the boat.
Type of vessel	Consider the full vessel and aircraft codes on the front of Form GEN-1.
Your position from offending vessel.	Use the vessel compass to get direction of the offending vessel from the obs.' vessel. The radar can be used to get an exact distance in nautical miles. Otherwise give your best estimate.
WASTE DUMPED OVERBOARD	
Material	Tick the appropriate data field to show which types of materials were dumped. Only a maximum of two materials if more than one material type dumped over at the same time - e.g.: it dumped plastic and metal at 10:00hrs. If plastic was dumped at 10:00hrs and metal at 16:00hrs - record
Describe type	Give as good a description as possible of the type of dumped material. E.g.: - plastic bags; bait boxes plastic strapping; bait boxes plastic bags;
Describe Quantities	Give a best estimate of the amount dumped. Sometimes this will be easy - e.g., 12 metal oil drums were dumped. At other times the material might be too far away to see the amount. If it is too far away then estimate the amount as well as possible and make note that it is only a rough estimate at
OIL SPILLAGES AND LEAKAGES	
Source	Tick to indicate where the spillage or leak came from
Visual Appearance / Colour	Describe the colour/ thickness/depth of the spill as well as able.
Describe Area and Quantity	Give a best estimate of the size of the spill. The boat could be a size reference - e.g.: it was 4 times bigger than the boat.
Abandoned or Lost Fishing Gear	
Source	There is no tick box. Indicate the source of the abandoned/ lost fishing gear by completing the information for the corresponding row of information. For instance if the source is 'lost during fishing' fill in the activity, describe gear, and estimate quantity on the line to the right of 'lost during fishing'
Source - Lost during fishing	Use this line if the gear was <u>accidentally</u> lost from the observer's vessel during this trip and the vessel tried to search and recover the gear.
Source - Abandoned	Use this line if the gear was <u>deliberately</u> abandoned from the observer's vessel during the trip, or similarly the vessel made no effort to retrieve the gear.
Source - Dumped	Use this line if the vessel deliberately dumped any fishing gear overboard (either old fishing gear, or some of the gear that was used during the trip).
Activity	Record your vessel's activity when gear was lost, abandoned or dumped. This might be setting, hauling, steaming etc.
Describe Gear	Given information on the gear, especially the type of materials it was made of (e.g. aluminium, nylon rope) and its make up - fishing net 10cm mesh, old monofilament branchline, no hooks
Estimate Quantify	Refer to the total area in square meters. Mention the length, breadth and width

For Country Codes - see the **Code Page** in your Workbook

**SPC/FFA REGIONAL OBSERVER
OBSERVER PLACEMENT MEETING RECORD**

FORM SUP-1 (pg1)

REV MAR. 2014

TRIP DETAILS

OBSERVER NAME		TRIP START LOCATION		TRIP START DATE (YY/MM/DD)	
OBSERVER TRIP ID NUMBER		ESTIMATED TRIP END LOCATION		VESSEL GEAR	
VESSEL NAME		FLAG		UVI and / or IRCS	
VESSEL SIZE: circle to indicate	< 16 metres	16-25 metres	26-39 metres	40-65 metres	> 65 metres

OBSERVER PLACEMENT CHECKLIST

A Fisheries Authority Representative is to assist the observer, before and during boarding, as well as over see that information is recorded and actions taken as prescribe in this form Please intial the space at the left of each number item to show it has been completed.

<i>Initial :</i>		<i>Placement Officer to initial when they have:</i>
1		Set up the placement meeting
2		Assisted the observer with their personal requirements before boarding
3		Checked that the observer has been assigned appropriate accommodation and an area to store their equipment
4		Carried out a vessel safety check in the presence of the observer and Captain
5		Ensured that the Captain receives and understands the attached description (check-list) of standard observer duties and vessel obligations
6		Ensured that both parties are informed of their rights and responsibilities under CMM 2007-01 (Show and, if necessary, supply copy)
7		Carried out a vessel safety check in the presence of the observer and Captain
8		Reminded the observer of their obligation to work with the crew as best they are able.
9		Reminded the Captain and Observer of importance of cooperation
10		Supplied or informed the Captain of the "Vessel on Observer Report" form
11		Informed the Captian and Observer than an observer-debriefing meeting will take place immediately upon return to port at completion of trip
<i>Initial :</i>		<i>Observer to initial when they have:</i>
12		Clearly described any special sampling requirements to the Vessel Captain
13		Been present at the Vessel Safety Check and have agreed to board the vessel
14		Informed the Captain of any special medical issues; and supplied contacts details for their next of kin
<i>Initial :</i>		<i>Vessel Captain to initial when they have:</i>
15		Read and understood the "Obligations of the Vessel Operators to Observers"
16		Shown the observer all current and valid license certificates
17		Shown the observer the location of their life jackect
18		Informed the observer of all safety regulations, procedures and muster stations
19		Shown the observer which electronic bridge equipment is used and which is not used
20		Shown the observer how to obtain position and UTC time from the onboard GPS and plotter to which they have access to during the trip
21		Understood that offering excessive alcohol to observers may interfere with their work duties and general conduct; and be aware that many observers are required by their programmes' Code of Conduct not to drink alcohol at any time while onboard the vessel

Notes for the VESSEL CAPTAIN on the OBSERVER PLACEMENT

An observer's primary function is to collect and report reliable and accurate information for scientific, management and compliance. Observers collect data on any fish, including catch and effort, size composition, position, fishing methods, fisheries interactions, environmental impact, processing and distribution (including discards) and any other matter that may assist fisheries managers verify information for purpose of administering fisheries regulations, license requirements and access agreements.

The observer duties and their obligations, along with the obligations of the vessel operator to the observers are described below. A thorough understanding of these by both the vessel operator and the observer will help ensure an effective working arrangement while on board.

→ Vessel Captain please read and initial when the obligations of both parties is understood

INITIAL

OBSERVER'S DUTIES AND OBLIGATIONS

- 1 Must promptly report any harassment they were subjected to (including a written report to their fisheries authority representative or when not available the nearest Police station) _____
- 2 May take, measure and retain samples or specimens of any fish _____
- 3 May observe and record details of any incidental take, including the recording of set position information _____
- 4 May record position, activity and identification details of other vessels sighted _____
- 5 May use communications and other equipment of the vessel but should get permission from the Captain before using it _____
- 6 Should not be involved in the fishing operations but may assist in normal vessel housekeeping duties _____
- 7 Should not stand watch on the vessel _____
- 8 May take photographs of the fishing operations, including fish, gear, equipment, documents, charts and records, and remove from the vessel such photographs or film as was taken or used onboard _____

OBLIGATIONS OF THE VESSEL OPERATORS TO THE OBSERVER

- 9 Ensure vessel personnel do not assault, obstruct, resist, refuse boarding to, delay, intimidate or interfere with an observer performing observer duties _____
- 10 Provide access to the bridge, communications and navigation equipment _____
- 11 Instruct observer on use of vessel communications equipment to receive and transmit message with the shore, Fishery Authority and other vessels _____
- 12 Assist observer as requested, in recording accurate vessel position using vessel navigation and positioning equipment _____
- 13 Provide access to areas where fish are held, processed, weighed or stored _____
- 14 Allow observer access to document and records, including all logbook for purpose of inspection and copying _____
- 15 Allow observer to remove samples _____
- 16 Ensure vessel personnel do not assault, obstruct, resist, refuse boarding to, delay, intimidate or interfere with an observer performing observer duties _____
- 17 Show the observer appropriate vessel safety procedures and location of various safety equipment (life rafts, life jackets, etc) and how to use such equipment in the event of an emergency _____
- 18 Advise the observer of dangerous work areas and instruct the observer on how to minimise exposure (e.g. hard hat) to danger yet still do their work _____
- 19 Provide the observer with food, clean bunk space large enough for a national observer and any necessary medical facilities and treatment in the course of the observer trip and up to two full days after landing in port. _____
- 20 Provide space for the storage of observer equipment, supplies and samples _____
- 21 Vessel operators and owners should be fully aware that any instance of reported observer harassment will be fully investigated and, if warranted, legal action will follow, which may include civil and criminal penalties _____

**SPC/FFA REGIONAL OBSERVER
OBSERVER PLACEMENT MEETING RECORD**

FORM SUP-1 (pg2)

REV MAR. 2014

OBSERVER NAME	VESSEL NAME	OBSERVER TRIP ID NUMBER
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WCPFC VESSEL SAFETY CHECK

CIRCLE ONE

COMMENTS

- 1 VESSEL SURVEY DOCUMENTATION (Current)
- 2 CORRECT SIZE PERSONAL FLOATION DEVICES AVAILABLE
- 3 APPROVED LIFERAFT OR LIFEBOATS UNDER CURRENT SURVEY AND ADEQUATE FOR NUMBER OF CREW
- 4 EPIRBs (Current Survey)
- 5 DISTRESS SIGNALS AND FLARES
- 6 FIRE FIGHTING EQUIPMENT IN GOOD ORDER
- 7 FIRE EXTINGUISHERS (Current Checked)
- 8 MARINE RADIO HF SSB or SUBSTITUTE COMMUNICATIONS
- 9 NAVIGATION LIGHTS / VESSEL LIGHTS (Working Order)
- 10 SOUND PRODUCING DEVICES OR BELL
- 11 REGISTRATION DOCUMENTATION IN ORDER
- 12 OTHER WORK RELATED VESSELS ON BOARD THAT COULD BE UTILISED IN CASE OF EMERGENCY
- 13 NAUTICAL CHARTS AND NAVIGATION AIDS (GPS/RADAR)
- 14 FIRST AID EQUIPMENT
- 15 SANITATION
- 16 PHONE
- 17 EMAIL / FAX
- 18 INSURANCE FOR OBSERVER WHILST ON BOARD
- 19 VESSEL INSURANCE
- 20 ROOM FOR CREW AND OBSERVER TO WORK SAFELY

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

Yes No N/A

THE OBSERVER WAS PRESENT FOR THE VSC AND AGREES TO BOARD THE VESSEL YES / NO

(If

no: record the reasons here and continue on to another attached page if necessary)

ACKNOWLEDGED (Observer Placement Meeting Record - page 1 and page 2, front and back read/ initialed/ accepted)

OBSERVER	NAME	SIGNATURE	DATE
VESSEL CAPTAIN	NAME	SIGNATURE	DATE
FISHING MASTER (if any)	NAME	SIGNATURE	DATE
FISHING AUTHORITY REPRESENTATIVE	NAME	SIGNATURE	DATE
INTERPRETER (if any)	NAME	SIGNATURE	DATE
FISHING AUTHORITY REPRESENTATIVE	POSITION	INTERPRETER (if any)	POSITION

EXPLANATION ON VSC REQUIREMENTS

The fields in this form may be used to check safety, on whether an observer is safe to board the vessel.

1. VESSEL SURVEY DOCUMENTATION CURRENT Fishing Vessels and support vessels operating in the WCPFC must comply with their Flag State regulations and/or the Code of Practice for Safety. Ship surveys including condition, safety and security aspects of hull, machinery and on board safety equipment must be available to be viewed.

2. CORRECT SIZE PERSONAL FLOATATION DEVICE AVAILABLE Life Jackets must be approved types and in good serviceable condition, Life Jackets of suitable sizes must be readily accessible for the observer and all crew. Life jackets will not be stored away or locked in cupboards or rooms.

3. APPROVED LIFE -Life rafts must be currently in survey and be adequate to carry the amount of crew and observer.

4. EPIRBS International Standard 406 MHz EPIRB. The signal frequency (406 MHz) has been designated internationally for use only for distress. Check to see the frequency number and position of these EPIRBS, a few vessels may have the older relatively common type of 121.5/243 MHz emergency beacons, these became obsolete in late 2008.

5. DISTRESS SIGNAL AND FLARES. Vessels should have on board appropriate pyrotechnics devices that will suitably operate in both day and night emergency situations.

6. FIRE FIGHTING EQUIPMENT Fire fighting must be readily available, be able to work and be currently serviceable. Note that some small vessels may only have fire extinguishers on board.

7. MOUNTED FIRE EXTINGUISHER, Fire extinguishers must be readily available and be of the correct type. Portable extinguishers require periodic maintenance therefore the last inspection date when last tested or refilled should be available. All must be currently serviceable and if possible should be checked to ensure extinguishes have not been fully or partially discharged.

8. MARINE RADIO HF SSB(WORKING ORDER) Marine SSB (Single Side Band) is a means of communications for many fishing vessels. The radio must be capable of transmitting and receiving frequencies used for emergency marine communications as agreed by the International Telecommunication Union (ITU) or by the Flag State of the vessel.

9. NAVIGATION LIGHTS AND VESSEL LIGHTS Vessels must be able to display international standard navigation lights between sunset and sunrise and in conditions of reduced visibility. Internal and external vessel lighting must be fully operational. In the case of power failure, battery operated safety lights must be appropriately placed to ensure a safe exit from the vessel.

10. SOUND PRODUCING SIGNALS OR BELLS Vessels must carry a sound producing device (whistle, horn, siren or bell) capable of a prolonged blast or ringing for distress signaling purposes.

11. REGISTRATION DOCUMENTATION IN ORDER Flag State Registration documentation papers must be on board and available to be viewed and must show registration number, boats name, country and port of registration.

12. OTHER WORK RELATED VESSELS Many vessels have auxiliary vessels that can be used in emergency situations. Note these.

13. NAUTICAL CHARTS AND NAVIGATION AIDS Vessel must have a set of appropriate, up to date nautical charts. Check to ensure that the Radar, GPS and any other navigational equipment is in good order and functioning.

14. FIRST AID EQUIPMENT The vessel must have adequate first aid facilities with current "use by dates" on all apparatus, drugs, dressings and other first aid paraphernalia.

15. SANITATION The vessel should have clean, well maintained sanitation and bathing facilities. Depending on the size of the vessel, observers may experience a lack of these facilities on board.

16. PHONE if the vessel has a satellite phone note the number for future reference.

17. EMAIL/FAX If the vessel has Fax or Email system note the numbers for future reference or emergencies.

18. INSURANCE FOR OBSERVERS ON BOARD - Observers must be covered by insurance before making a boarding

19. VESSEL INSURANCE – Check if vessel has insurance

20. ROOM FOR OBSERVER AND CREW TO WORK SAFELY . There must be adequate room on board the deck for the Observer and Crew to work in such a manner, so as to not hinder each other in their respective work duties.

**SPC/FFA REGIONAL OBSERVER
WORKBOOK REFERENCE FORM**
FORM SUP-2
for Purse Seine

REV MAR. 2014

TRIP DETAILS

OBSERVER NAME	TRIP START LOCATION	TRIP START DATE (YY/MM/DD)
VESSEL NAME	TRIP END LOCATION	TRIP END DATE (YY/MM/DD)
OBSERVER TRIP ID NUMBER		

OBSERVER PROGRAMME DETAILS

Name of placement observer programme	
Name of observer's national programme	
Cross-endorsed trips: Programme Name and Trip Id Number	

SPECIAL PROJECTS

Special Projects: Name and Reference Number	
Special Projects: Name and Reference Number	

FORMS MANAGEMENT

FORMS TYPE	NAME OF FORM	How Many ?
SUP-1 (page1)	Placement Form (pg1)	
SUP-1 (page 2)	Placement Form (pg2)	
SUP-2	Workbook Reference Form	
PS-1 (page 1)	Purse-Seine General Information (pg1)	
PS-1 (page2)	Purse-Seine General Information (pg2)	
PS-2	Purse-Seine Daily Information	
PS-3	Purse-Seine Set Details	
PS-4	Purse-Seine Length Measurement	
PS-5	Well Transfer Reconciliation Form	
GEN-1	Vessel and Aircraft Sightings/ Fish Bunkering & Other Transfers	
GEN-1 supp	Vessel and Aircraft Sightings/ Fish Bunkering & Other Transfers	
GEN-2	Species of Special Interest	
GEN-2 supp	Species of Special Interest - multiple landings	
GEN-3 (page 1 + page 2)	Vessel Trip Report (pg1+pg2) - you must fill in this form!	
GEN-4	Conservation Factors	
GEN-5	FAD/PAYAO and Floating Object Information Record	
GEN-6	Pollution Report	
SUP-3	Trip Reconciliation Form	
SUP-4	Advances and Claims Forms	
TAG	Tag Recovery Forms (single and multiple tags)	
JOU	Journal	
RPT	Trip Report Submitted	
		Yes or No

*** Observers are not required to fill in the shaded areas below***

DEBRIEFING DETAILS

NAME of PRE-DEBRIEFER		NAME OF DEBRIEFER	
DATE of PRE-DEBRIEFING		DATE OF DEBRIEFING	
PLACE of PRE-DEBRIEFING		PLACE OF DEBRIEFING	

WORKBOOK TRANSFER

WAS THIS COPY DEBRIEFED BEFORE TRANSFER?	YES or NO
DATE TRANSFERRED	

**FORM
SUP-3**

OBSERVER NAME	VESSEL NAME	VESSEL CALL-SIGN	OBSERVER TRIP ID No.
---------------	-------------	------------------	----------------------

[illegible]

EVENT CODES

ACTIVITY CODES

EVENT CODES	ACTIVITY CODES
Observer boards plane	BP Air Flight
Observer boards ferry	BF Ferry Trip
Observer arrives in stopover port or town	OS Observer stopover travelling to or from vessel
Observer arrives in port for start of trip	OA Observer waiting for vessel departure on shore
Observer boards vessel	BV Observer transiting home after trip
Vessel departs port with observer	VD Vessel in Port (observer onboard)
Vessel arrives in port with observer	VA Vessel at Sea (observer on board)
Observer disembarks vessel	DV
Observer transfers to a different vessel	OT Other (describe in comments)



**SPC/FFA REGIONAL OBSERVER
ADVANCES and CLAIMS FORM**

**FORM
SUP-4**

REV MAR. 2014

OBSERVER NAME		VESSEL NAME		IRCS	PAGE	OF	
ADVANCES							
ADV #	Observer Trip ID No	NAME OF OBSERVER PROGRAMME or FISHING COMPANY MAKING ADVANCE	NAME OF PERSON PROVIDING ADVANCE	SIGNATURE (of person making advance)	State TYPE of ADVANCE (i.e. cash /other)	Curr-ency	Amount
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

OBSERVER EXPENSE CLAIMS FOR REIMBURSEMENT							
Claim item [number (#) each receipt]		Curr-ency	Amount	Claim item [number (#) each receipt]		Curr-ency	Amount
EXP #	Description			#	Description		
1				13			
2				14			
3				15			
4				16			
5				17			
6				18			
7				19			
8				20			
9				21			
10				22			
11				23			
12				24			

Tick one box only:	☐ Please make payments to: _____ (payee's name)	_____ observer's signature
	_____ (bank)	
	_____ (branch)	
☐ Please arrange for funds to be available on presentation of passport		
Written report and data was sent by: _____ on _____ Register ed mail _____ (hand caried, courier, express mail, etc.) (date)		
I certify that the expense claims and dates of travel and sea days are a true account of expenses and dates of travel; and I verify that my independent report and data collection is a true and correct record of my observations onboard the vessel		
SIGNED: _____ Date: _____		

APPENDIX 6. SPC / FFA REGIONAL UNLOADING FORMS

- 1. Longline Unloading Form**
- 2. Longline Unloading Destination Form**
- 3. Purse-Seine and Pole-and-Line Unloading Form**

SPC / FFA REGIONAL LONGLINE UNLOADING DESTINATION FORM

REVISÉ: MARCH 2014

LOCATION (Enter the PORT NAME or at-sea POSITION)	
FIRST DAY OF UNLOADING (YY / MM / DD)	LAST DAY OF UNLOADING (YY / MM / DD)
AGENT / COMPANY	

FISHING VESSEL			
FISHING VESSEL NAME			FIRST DATE ON LOGSHEET
FLAG		FFA VESSEL REGISTER NO.	LAST DATE ON LOGSHEET
REGIST. NO.	IRCS	WCPCF IDENTIFICATION NO.	FULL OR PARTIAL UNLOAD

CARRIER VESSEL (if not unloading to an on-shore facility)		
CARRIER NAME		
FLAG		FFA VID
REGIST. NO.	IRCS	Unique Vessel Identifier (UVI)

[illegible]

Notes on LONGLINE UNLOADING FORM

The Longline Unloading Form records how much fish is unloaded from longliners at end of each trip.

On each form, or forms if necessary, only record data for unloadings that begin in the same month.

GENERAL INFORMATION

PORT The port of unloading.
YEAR The calendar year (e.g. 1999).
MONTH The month during which each unloading began.
COMPLETED BY The first and last name of the person who completed the form.
PAGE OF The PAGE number of this form OF the total number of pages used for the month.

UNLOADING DATE

Place the first date of unloading here. Write the date as yy/mm/dd.

INFORMATION ON THE VESSEL

NAME Full name of the longliner, including number if it has one (e.g., *Catchit No. III*).
FLAG The vessel nationality or country of registration (sometimes a flag of convenience).
AGENT The agent for the longliner, who is usually based in the port of unloading.
REG. No. Registration number issued by the country of registration (flag country) of the longliner
N.B.: this is not the fishing permit or license number and not usually the radio call sign.
FFA VID Print the number issued by the Forum Fisheries Agency.
WIN No Print the number issued by the Flag State.

HOW MUCH FISH IS GOING WHERE ?

Export Fish that are being transhipped for export.
Local Fish that are rejected or not needed for export and unloaded for the local market.
No. Number of fish.
Wt. Total weight of fish in kilograms.

SOME COMMON SPECIES CODES (Check your FAO species codes list for others.)

YFT Yellowfin tuna, *Thunnus albacares*
BET Bigeye tuna, *Thunnus obesus*
ALB Albacore tuna, *Thunnus alalunga*
BFT Bluefin tuna, *Thunnus thynnus*
BUM Blue marlin, *Makaira mazara*
BLM Black marlin, *Makaira indica*
MLS Striped marlin, *Tetrapturus audax*
SWO Broadbill swordfish, *Xiphias gladius*
SFA Indo-Pacific sailfish, *Istiophorus platypterus*
BIL Marlins, sailfish and spearfishes (unidentified)
SKH Unspecified sharks
OTHER Other species (please write in the code for the other species)

If a vessel is known to have unloaded, but the amounts are not available, then the first date of unloading, the vessel name, registration, flag and agent should still be recorded.

SPC / FFA REGIONAL LONGLINE UNLOADING DESTINATION FORM

REVISÉ: MARCH 2014

LOCATION (Enter the PORT NAME or at-sea POSITION)	
FIRST DAY OF UNLOADING (YY / MM / DD)	LAST DAY OF UNLOADING (YY / MM / DD)
AGENT / COMPANY	

FISHING VESSEL			
FISHING VESSEL NAME			FIRST DATE ON LOGSHEET
FLAG		FFA VESSEL REGISTER No.	LAST DATE ON LOGSHEET
REGIST. NO.	IRCS	WCPFC IDENTIFICATION No.	FULL OR PARTIAL UNLOAD

CARRIER VESSEL (if not unloading to an on-shore facility)		
CARRIER NAME		
FLAG	FFA VID	
REGIST. NO.	IRCS	Unique Vessel Identifier (UVI)

[illegible]

Notes on the LONGLINE UNLOADING DESTINATION FORM

The Longline Unloading Destination Form records the amount of fish unloaded from a longline vessel as well as the final destination of the unloaded fish. All fish unloaded from the vessel should be accounted for.

Fill in a form for every unloading. Use more than one form if required.

GENERAL INFORMATION

LOCATION	The name of the port where the unloading took place, or the latitude/longitude position if the unloading took place at sea.
FIRST DAY OF UNLOADING:	The first date that fish were unloaded from the vessel.
LAST DAY OF UNLOADING:	The last date that fish were unloaded from the vessel.
COMPANY OR AGENT:	The full name of the company or agent handling the unloading.

FISHING VESSEL INFORMATION

VESSEL NAME:	Write in the full name of the vessel as recorded on the country registration certificate.
FLAG:	The name of the country issuing the registration certificate.
REGISTRATION NUMBER:	The vessel's registration number as written on the county registration certificate.
FFA VESSEL REGISTER NUMBER {FFA VID}:	Print the number issued by the Forum Fisheries Agency.
WCPFC IDENTIFICATION NUMBER {WIN NO}:	Print the number issued by the Flag State.
FIRST DATE ON LOGSHEET:	The first date that appears on the logsheet for the most recent trip (corresponding to this unloading).
LAST DATE ON LOGSHEET :	The last date that appears on the logsheet for the most recent trip (corresponding to this unloading).
FULL/PARTIAL UNLOADING	Indicate (Y or N) whether the vessel unloaded all catch (Y) or the vessel return to fish without unloading all of its catch (N).

CARRIER VESSEL INFORMATION (if not unloading to an on-shore facility)

(CARRIER) VESSEL NAME:	Write in the full name of the vessel as recorded on the country registration certificate.
FLAG:	The name of the country issuing the registration certificate.
REGISTRATION NUMBER:	The vessel's registration number as written on the county registration certificate.
FFA VESSEL REGISTER NUMBER {FFA VID}:	Print the number issued by the Forum Fisheries Agency.
WCPFC IDENTIFICATION NUMBER {WIN NO}:	Print the number issued by the Flag State.

SPECIES UNLOADED AND DESTINATION

SPECIES: On the same line as the species name (or species code) show the final destination of the fish by placing the total number and the total weight unloaded under the appropriate final destination columns. *Both* the weight and the number should be stated. See the example above. Use the FAO species codes when known.

FRESH or FROZEN (FR / FZ) : Mark the code (FR) if the unloaded fish are not frozen (i.e. in a "fresh" state), or mark the code (FZ) if the unloaded fish are frozen.

SPECIES CODES			
YFT	YELLOWFIN	SWO	SWORDFISH
BET	BIGEYE	SFA	SHORT BILLED -
ALB	ALBACORE		SPEARFISH
BUM	BLUE MARLIN	WAH	WAHOO
MLS	STRIPED MARLIN	DOL	MAHI MAHI
BLM	BLACK MARLIN	LAG	OPAH

WEIGHT CODE : Indicate the state of the fish when unloaded, use these weight codes.

WEIGHT CODES			
WW	WHOLE WEIGHT	GX	GUTTED, HEADED, TAILED
GH	GUTTED, HEADED	GO	GUTTED ONLY, NOT GILLED
GG	GILLED & GUTTED	SF	SHARK FINS
GT	GILLED, GUTTED, TAILED	NM	NOT MEASURED
LW	LOINED WEIGHT		

No. : Record the total number of the species sent to this destination.

Kg / lb: Record the total weight of the species sent to this destination. *Circle* the appropriate unit of weight. Kg for kilograms and lb for pounds.

FOREIGN MARKET DESTINATIONS:

Use these columns if the unloaded fish are exported from the country or transported by carrier for the fresh or frozen sashimi-grade market. You may also use the two blank fields to fill in a country name if any fresh sashimi-grade exports are sent to countries other than Japan and USA.

LOCAL, CANNERY or other PROCESSING MARKETS:

Use these columns if the fish are sold locally, or processed locally for other export markets, for example, canneries, loining etc. Cannery: For fish sent to canneries please state the name and the country of the cannery.

Other: Fill in the name of any other final destination for unloaded fish which are not for the sashimi markets and canneries.

SPC / FFA REGIONAL UNLOADING FORM FOR PURSE SEINE and POLE-AND-LINE VESSELS

REVISÉ: MARCH 2014

PORT	COMPLETED BY	YEAR	MONTH	PAGE	OF
------	--------------	------	-------	------	----

LOADING DATES		NAME OF CARRIER, COOLSTORE OR CANNERY	DETAILS OF CARRIER VESSEL			
FIRST DAY MM / DD	LAST DAY MM / DD		FLAG	REGISTRATION No.	SHIPPING COMPANY	DESTINATION
			UNIQUE VESSEL IDENTIFIER (UVI)	FFA VESSEL REGISTER No.	PERMIT No.	CAPTAIN

[illegible][illegible]

Notes on UNLOADING FORM FOR PURSE SEINE AND POLE-AND-LINE VESSELS

- Use this Unloading Form to record amounts of fish delivered to canneries, cold stores or carrier vessels from purse seine or pole-and-line boats. Use one (or more) page per MONTH for each carrier vessel, coolstore or cannery.
- All dates should be recorded using the first three letters of the month, e.g. 26 Jul or Jul 26.

HEADER INFORMATION	
PORT	The port of unloading
COMPLETED BY	The first and last name of the person who was mainly responsible for filling out this form
YEAR	The calendar year
MONTH	The month during which unloading took place
PAGE ? OF ??	? = The page number and ?? = the total number of pages for the month
LOADINGS (in to a Carrier Vessel, Coolstore or Cannery)	
LOADING DATES FIRST / LAST DAYS	The date (month/day) the carrier, cannery or coolstore (that is named in this section) started loading and the date (month/day) they finished loading fish from all the unloading vessels that are listed on this form
NAME OF CARRIER, COOL STORE OR CANNERY Full name with no abbreviations	
CARRIER VESSEL'S DETAILS	
FLAG	The country that the vessel is registered in (also called Vessel Nationality)
REGISTRATION No.	The registration number of the fishing vessel given by the FLAG country
FFA VESSEL REGISTER No.	Print the Regional Vessel Register number as issued by the Forum Fisheries Agency
UNIQUE VESSEL IDENTIFIER	Print the vessel's UVI number (as issued by the IMO or Llyods)
SHIPPING COMPANY	The name of the shipping company that owns or charters the carrier to load fish
CAPTAIN	The full name of the Captain of the carrier vessel
PERMIT No.	The number of the permit under which the carrier is allowed to tranship fish in this port
DESTINATION	The final destination for the fish on board the carrier
FISH ON BOARD or FISH FROM COOL STORE	
Answer YES or NO to both question 1. and 2. (If the answer is yes then complete rest of information in that row)	
PORT OF LOADING / COOLSTORE NAME	Name of port where the fish that is already on carrier was picked up or Name of the coolstore that is loading fish on to the carrier in this port
LOADING DATES	(of fish that were loaded at another port or were loaded from a coolstore at this port)
START / END	The date (month/day) the carrier started and the day it finished loading fish in the previous port. The date (month/day) the cool store started and the day it finished loading fish on to the carrier at
WEIGHT OF EACH SPECIES (mT)	
SKJ, YFT, BET	The amount (metric tonnes) of skipjack, yellowfin and bigeye already on board when carrier arrived in this port, or that the carrier loaded from a cool store in this port
YFT / BET, SKJ / YFT / BET	- Use only when separate weights (mT) of each of YFT and BET on board are not known.
OTHER Sp.	The amount (metric tonnes) of any other species already on board or loaded from cool store. Write the name of the species (or FAO 3-letter code) at the top of each of this column.
TOTAL	The total amount (metric tonnes) of fish previously on board or being loaded from cool store
DETAILS OF VESSEL UNLOADINGS TO CARRIER, COOL STORE or CANNERY	
UNLOADING DATES FIRST / LAST DAYS	First day is the day fish first start moving onto the carrier from this fishing boat. The last day is the last day that any fish were moved from this fishing boat onto the carrier
DETAILS OF UNLOADING VESSELS (purse seiners and pole-and-line boats)	
NAME	The name of the unloading vessel
FLAG	The country that the unloading vessel is registered in (also called Vessel Nationality)
REGISTRATION No.	The registration number of the unloading vessel given by the FLAG country
TRIP DATES	START The date (month/day) at the start of the fishing trip that occurred prior to this unloading END End date date (month/day) of fishing trip that has just been completed (day of arrival in t
WEIGHT OF EACH SPECIES (mT)	
SKJ, YFT, BET	The amount (metric tonnes) of skipjack, yellowfin and bigeye loaded on to the carrier vessel.
YFT / BET, SKJ / YFT / BET	- Use only when the separate weights of unloaded YFT and BET species are not known.
OTHER Sp.	The amount (metric tonnes) of each other species being loaded on to carrier. Write the name of the species (or FAO 3-letter code) at the top of this column.
TOTAL	The total amount (metric tonnes) loaded on to carrier vessel
FULL OR PART UNLOADING	If fishing vessel unloads all fish write "FULL" unloading If fishing vessel only unloads some of its catch write "PART" unloading
- Each line represents a single port of call by a vessel. If a vessel unloads all its catch in one day, then the first day and last day are the same. If a vessel takes more than one day to unload you should still record total amounts unloaded. - Vessel registration should be completed whenever possible (particularly important for identifying Taiwanese vessels). - If a vessel is known to have unloaded, but the amounts unloaded are not available, the dates, vessel name, registration number and nationality should still be recorded on the form.	

APPENDIX 7 SPC / FFA REGIONAL PORT SAMPLING FORMS

- 1. Longline Port Sampling Form**
- 2. Pole-and-Line Port Sampling Form**
- 3. Troll Port Sampling Form**

SPC / FFA REGIONAL LONGLINE PORT SAMPLING FORM

REVISÉ: MARCH 2014

PORT:				SAMPLER:				STAFF ID Code		ASSISTANT:				STAFF ID Code		PAGE		OF											
VESSEL NAME:				FFA VID NO.				IRCS		REGISTRATION — COUNTRY AND NUMBER																			
DATE - START OF TRIP: (DEPARTED PORT)				Y Y		M M		D D		DATE - END OF TRIP: (ARRIVED IN PORT)				Y Y		M M		D D		DATE OF SAMPLE:				Y Y		M M		D D	
FISHING AREA		FROM LATITUDE (or code/s)				N		TO LATITUDE				N		FROM LONGITUDE				E		TO LONGITUDE				E					
						S						S						W						W					
				(circle)						(circle)						(circle)						(circle)							

	SPECIES	LENGTH		WEIGHT		EXPORT CODE	OTHER
		CM	CODE	KG	CODE		
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
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39							
40							
41							
42							
43							
44							
45							
46							
47							
48							
49							
50							

Indicate by circling on all forms. WERE ALL THE FISH UNLOADED? WERE ALL THE UNLOADED FISH ALL MEASURED?	TUN	BIL	COMMENTS: IF UNABLE TO RECORD UNM EASURED FISH ABOVE then TALLY and TOTAL THOSE FISH HERE: and other COMMENTS Eg: <i>SKJ</i> 11 11 = 11							
	Y / N	Y / N								
DID THE SAMPLER CHECK THE FISH HOLD?	Y / N	Table of fish counts (fish measured fish only)								
		SPECIES								
		NUMBER								

BILLFISH LENGTH CODES		OTHER SPECIES LENGTH CODES		WEIGHT CODES			
LF	LOWER JAW TO CAUDAL FORK	UF	UPPER JAW TO CAUDAL FORK	WW	WHOLE WEIGHT	GX	GUTTED, HEADED, TAILED
PF	PECTORAL TO CAUDAL FORK	US	UPPER JAW TO SECOND DORSAL	GH	GUTTED, HEADED	GO	GUTTED ONLY, NOT GILLED
PS	PECTORAL TO SECOND DORSAL	PS	PECTORAL TO SECOND DORSAL	GG	GILLED & GUTTED	SF	SHARK FINS
NM	NOT MEASURED	NM	NOT MEASURED	GT	GILLED, GUTTED, TAILED	NM	NOT MEASURED

[illegible]

NOTES ON LONGLINE PORT SAMPLING FORM

PORT:			SAMPLER:			STAFF ID Code:			ASSISTANT:			STAFF ID Code:			PAGE			OF					
VESSEL NAME:						FFA Registration Number						IRCS						REG#					
DATE - START OF TRIP: (DEPARTED PORT)						DATE - END OF TRIP: (ARRIVED IN PORT)																	
FISHING AREA						FROM LATITUDE (or code/s)						N TO S						FROM LONGITUDE					

PAGE OF Number pages in order, as used to sample each boat. If one page is used per boat that page must be "PAGE 1 OF 1". If three pages, they are "PAGE 1 OF 3", "PAGE 2 OF 3" and "PAGE 3 OF 3".

This header area should be filled in completely. If more than 50 fish are sampled from a single unloading, use additional forms and be sure to fill in all the header detail fields on the additional pages. Especially in the port, vessel name and date of sample, which must be re-entered exactly as they appear on the first page.

Port = port of unloading

Sampler and Assistant: Always use the full (first and last) name of the sampler (person measuring the fish), also when there is only one person and assistant (person writing measurements on form).

Staff ID code: Fill in the sampler's and the assistant's unique 'Field Staff ID Code' as issued by the supervisor.

Date at Start of Trip } all dates must have two digits for the year
Date at End of Trip } two digits for month and 2 digits for day
Date of Sample } put a "0" in front of single digit dates
 E.g.: February 3rd, 1997 is written as "97 02 03"

Fishing Area: Record the limits of latitudes and longitudes to the nearest whole degree, if possible.

If using a **FISHING AREA** code or codes, place them in the "FROM LATITUDE" box and dashes in the other 3 position boxes.

FFA Vessel Register Number Normally available on the vessel's licence. Domestic vessels may not have this number, so just dash the data field.

IRCS International Radio Call Sign. Often painted on the hull. As issued by the vessel's national telecommunication authority.

Registration: Country and Number. The country in which the vessel is registered and registration number that the country issued to the vessel. This may be on the vessel bow. If not then check the registration papers somewhere on the bridge.

Important !

Try to record every fish even if you are unable to measure it. If possible also check the vessel for fish that are kept back for crew's use. Record fish not sampled in the table of fish counts in the comment box.

Typical example of a record for yellowfin landed for export to Japan

25	YFT	125	UF	56	GG	JP
Indicate by circling on all forms.		TUN	BIL			
Were they all unloaded ?		Y / N	Y / N			
Were all the unloaded fish all		Y / N	Y / N			
Did the sampler check the fish hold?		Y / N				

COMMENTS: IF UNABLE TO RECORD UNMEASURED FISH ABOVE then TALLY and TOTAL THOSE FISH HERE: and other COMMENTS

Eg: *When asked why no marlin unloaded the Captain said it was unloaded to Grabit Co.,*

Table of fish counts (for unmeasured fish only)

SPECIES	SKJ
NUMBER	11

Fish counts (first page only): - Display the sum of your fish tallies for all unmeasured fish neatly in this table on the first page that you use.

Circle "Y" (yes) or "N" (no) for all questions. for tuna and billfish (BIL). If a few fish are kept back for the crew and not unloaded you can answer "Y". Only circle "N" when several fish are being kept on board to be off-loaded at another place, time or market. All of these questions must be answered on all submitted forms. Hint: You will give the exact same answer on every form used for the same unloading, and you won't be able to answer these questions until the end of sampling.

*Example: Forty-one of these low valued species were rapidly unloaded to bins while other export species were being measured.

Number (Port sampler should always add these) **Sum of Lengths** and **Sum of Weights**

(The results are used by data entry staff to check that they have made no mistakes. Some countries also use this information to add directly into the TUFMAN database.)

Only add up for the species measured on this form. Don't include counts that are in the "Record Counts of Fish Not Sampled and Comments" box.

NUMBER	
SUM LENGTHS	
SUM WEIGHTS	

SPECIES	LENGTH CM	CODE	WEIGHT KG	CODE	EXPORT CODE	OTHER
---------	-----------	------	-----------	------	-------------	-------

Length: (cm) must be rounded down to whole centimetres (e.g. 69.9cm is recorded as 69 cm). (See "Length Codes" on front of form.)

For exported fish use the country codes
Local codes:
 LL: Local loining
 LN: Local canning
 LM: Local market
 LC: Local crew use
 LO: Local other pls specify (in comments)

Weight: (kg) in kilograms must be recorded to the first decimal place (e.g. 58.79kg is written as 58.8kg, 55.55kg as 55.6kg, 52.31kg as 52.3kg). See "Weight Codes" on front of form.

Country codes:
 AS - American Samoa
 AU - Australia
 EU - Europe
 HK - Hong Kong
 HI - Hawaii
 JP - Japan
 NZ - New Zealand
 TW - Taiwan
 US - Mainland US
 OT - Other

The "Other" column at far right is for extra information you may be asked to collect. E.g.: an extra measurement for conversion factor purposes

SPC / FFA REGIONAL POLE-AND-LINE PORT SAMPLING FORM

REVISÉ: MARCH 2014

PORT:				SAMPLER:			Staff ID Code		ASSISTANT:			Staff ID Code		PAGE		OF													
VESSEL NAME:				FFA VID NO.			IRCS		REGISTRATION— COUNTRY AND NUMBER																				
DATE AT START OF TRIP: (departed from port)				Y Y		M M		D D		DATE AT END OF TRIP: (arrived in port)				Y Y		M M		D D		DATE OF SAMPLE:				Y Y		M M		D D	
FISHING AREA		FROM LATITUDE		N S		TO LATITUDE		N S		FROM LONGITUDE		E W		TO LONGITUDE		E W													

SORTING - VERY IMPORTANT !		WEIGHT OF CATCH (KG) from unloadings records after sampling					OTHER SPECIES	SIZE SORTED FISH SIZE CLASSES
TICK ONE BOX BELOW		SKJ	YFT	BET	YFT & BET	MIXED TUNA		
	Not sorted before sample	⇒						
	Sorted by species only	⇒					Eg: 3 to 6 kg.	
	Sorted by size and species	⇒					1	
Record weight of each species landed.		⇒					2	
Record size class of sorted fish at right.		⇒					3	

IF MEASURING SORTED CATCH

- Record only ONE size class of fish in each column. Use two or more columns for each size class if necessary.
- AT THE TOP OF EACH COLUMN write in the size class which is recorded in that column

IF MEASURING CATCH THAT HAS NOT BEEN SORTED

- Be sure that the fish you measure are collected **RANDOMLY** from throughout the unloading.

SIZE CLASS =		SIZE CLASS =		SIZE CLASS =		SIZE CLASS =		SIZE CLASS =		SIZE CLASS =	
SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)
1		26		51		76		101		126	
2		27		52		77		102		127	
3		28		53		78		103		128	
4		29		54		79		104		129	
5		30		55		80		105		130	
6		31		56		81		106		131	
7		32		57		82		107		132	
8		33		58		83		108		133	
9		34		59		84		109		134	
10		35		60		85		110		135	
11		36		61		86		111		136	
12		37		62		87		112		137	
13		38		63		88		113		138	
14		39		64		89		114		139	
15		40		65		90		115		140	
16		41		66		91		116		141	
17		42		67		92		117		142	
18		43		68		93		118		143	
19		44		69		94		119		144	
20		45		70		95		120		145	
21		46		71		96		121		146	
22		47		72		97		122		147	
23		48		73		98		123		148	
24		49		74		99		124		149	
25		50		75		100		125		150	
Σ lengths		Σ lengths		Σ lengths		Σ lengths		Σ lengths		Σ lengths	

Notes for POLE-AND-LINE PORT SAMPLING FORM

Use Pole-and line Port Sampling Forms to record lengths of fish unloaded from pole-and-line vessels at end of a trip. Only sample fish for which you can obtain good information about area caught and time period of fishing. Most pole-and-line vessels trips are short and there is enough information in basic trip details. If sampling a large, distant water, pole-and-line boat, try to sample fish from a 5-degree by 5-degree square, landed during the same month.

If the sample from a single sampling session has more than 150 fish, use additional Pole-and-line Port Sampling Forms. *Port, vessel name and date of sample* must be re-entered on each extra page exactly as they appear on the first page.

NEW 2014: All dates to be recorded using 2-digit number for each of year "Y Y", month "M M" and day "D D" in that order. To do this put a "0" in front of single digit numbers. E.g.: write the "3rd of January, 1996" as '96 01 03'.

HEADER INFORMATION

PORT The port of unloading
 SAMPLER The first and last name of the person measuring the fish. If only one person sampling fill in 'sampler'.
 ASSISTANT First and last name of person writing measurements, if different from the sampler
 VESSEL NAME Full name of boat (no abbreviations), with number if there is one (e.g.: *Skippy 3*)
 FFA VESSEL VID The FFA vessel register number. May be on the vessel's licence.
 REGISTRATION: COUNTRY AND NUMBER Record the country of registration (flag) and the vessel's reg. number.

IRCS Fill in the International Radio Call Sign

DATE AT START OF TRIP The date the vessel left port at the beginning of the trip

DATE AT END OF TRIP The date the vessel returned to port at the end of the trip

DATE OF SAMPLE The day the sample was taken. The first date of sampling if sampling was over several days.

FISHING AREA - get this information from vessel logsheets !

Write down the two lines of latitude and the two lines of longitude between which fishing took place . Usually this is a box which surrounds the area that the fishing took place throughout a trip but if sampling a large, distant water, pole-and-line boat this will be the 5° x 5° square or other area identified as being where the sampled fish came from.

SORTING - Only ONE box must be ticked.

Normal practice is to try to sample the fish before they get sorted during the unloading process. To do this collect specimens entirely at random spread all through the unloading. This will give a good sample to be used for species composition and length frequency analyses. TICK THE UPPER BOX in this case.

Sometimes fish is sorted into different species before the port sampler can collect specimens to measure. The sampler must collect specimens of each species from all through the catch but must TICK THE SECOND BOX. The sampler must also be sure to collect the unloading weight of each species when unloading is complete.

If sorting is also by size class before measuring, sample fish from each size class separately. TICK THE THIRD BOX. The sampler must be sure to collect the total unloading weight of each size class and species at the end of unloading.

Always try to measure fish before they are sorted if possible !

WEIGHT OF CATCH. The weight of all fish unloaded must be obtained and recorded in this table.

Try to get the unloading weight of each individual species.

If the catch has bigeye tuna that is **not separated** from yellowfin tuna, record the combined YFT & BET weight. If skipjack and other tunas are not sorted during unloading then the MIXED TUNA weight will need to be recorded. Recording weight of MIXED TUNA should only be a last resort if individual species weights cannot be obtained. If there are difficulties with weights then write a brief note about it in the spare lines on the table.

SIZE CLASS

If fish can only be measured after it has been sorted then there are TWO IMPORTANT REQUIREMENTS.

1. Each size class must be recorded in the right hand column of the WEIGHT OF CATCH table.
The weight of each size class must then be recorded in the correct species columns alongside the recorded size class.
2. The lengths of fish from only one size class should be entered in each column when recording measurements.
Each column must have the size class of the fish in it noted at the top of the column.

SPECIES and LENGTH DATA Take length measurements from the tip of the upper jaw to the fork of the tail.

SPECIES Species codes, for example: SKJ; DOL; YFT; RRU

LENGTH The length, in centimetres, rounded to the nearest centimetre down. I.e.: 67.9 cm becomes 67 cm.

Σ LENGTHS (= sum of lengths): - Add up lengths in the column directly above. This is used for data entry checking.

SPC / FFA REGIONAL TROLL VESSEL PORT SAMPLING FORM

REVISED: MARCH 2014

PORT:				SAMPLER:				Staff id Code		ASSISTANT:		Staff id Code		PAGE OF					
VESSEL NAME:				FFA VID NO.				IRCS		REGISTRATION—COUNTRY AND NUMBER									
DATE AT START OF TRIP (DEPARTED FROM PORT)				Y Y		M M		D D		DATE AT END OF TRIP: (ARRIVED IN PORT)				Y Y		M M		D D	
FISHING AREA:				FROM		LATITUDE		N		TO		LATITUDE		N		FROM		E	
								S						S		LONGITUDE		W	
																TO		E	
																LONGITUDE		W	

SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)	SPECIES CODE	LENGTH (cm)
1		26		51		76		101		126	
2		27		52		77		102		127	
3		28		53		78		103		128	
4		29		54		79		104		129	
5		30		55		80		105		130	
6		31		56		81		106		131	
7		32		57		82		107		132	
8		33		58		83		108		133	
9		34		59		84		109		134	
10		35		60		85		110		135	
11		36		61		86		111		136	
12		37		62		87		112		137	
13		38		63		88		113		138	
14		39		64		89		114		139	
15		40		65		90		115		140	
16		41		66		91		116		141	
17		42		67		92		117		142	
18		43		68		93		118		143	
19		44		69		94		119		144	
20		45		70		95		120		145	
21		46		71		96		121		146	
22		47		72		97		122		147	
23		48		73		98		123		148	
24		49		74		99		124		149	
25		50		75		100		125		150	

SPECIES:					
NUMBER:					
SUM OF LENGTHS:					
COMMENTS					

SPC / FFA REGIONAL TROLL VESSEL PORT SAMPLING FORM INSTRUCTIONS

If more than 150 fish are sampled from a single unloading, use additional forms. If using additional forms be sure to fill in all fields on the extra pages, **especially fill in the port, vessel name and date of sample**, which must be re-entered exactly as they appear on the first page.

GENERAL INFORMATION

PORT	The port of unloading
SAMPLER	First and last name of person measuring the fish
Staff ID Code	Fill in your three (or two) letter staff id code. If only one person is doing the sampling then fill that person's name in here.
ASSISTANT	First and last name of person recording measurements, if different from the sampler
Staff ID Code	Fill in your three (or two) letter staff id code.
PAGE OF	Number forms (pages) out of the total that are used each sampling session. If only one page is used in a session that page should be "PAGE 1 OF 1" but three will be "PAGE 1 OF 3, PAGE 2 OF 3 and PAGE 3 OF 3"
VESSEL NAME	Name of the fishing vessel
FFA VESSEL VID NO	FFA Vessel Registration Number, often on the vessel's licence.
IRCS	International Radio Call Sign. Often painted on the vessel's hull.
REGISTRATION — COUNTRY AND NUMBER	The country (flag) where the vessel is registered and the registration number.
DATE AT START OF TRIP	Record dates using two digits for each of day, month and year, in that order
DATE AT END OF TRIP	(YY MM DD). Do this by placing a "0" in front of single digit numbers.
DATE OF SAMPLE	E.g.: write the 3rd of January, 1996 as "96 01 03". The date of the sample is the first date of the sample
FISHING AREA	Record the northern and southern most limits of latitude and eastern and western most limits of longitude to the nearest whole degree if possible.

SAMPLING DATA

SPECIES The following species codes are used:

ALB	Albacore tuna, <i>Thunnus alalunga</i>	MLS	Striped marlin, <i>Tetrapturus audax</i>
SKJ	Skipjack, <i>Katsuwonus pelamis</i>	BUM	Blue marlin, <i>Makaira mazara</i>
YFT	Yellowfin tuna, <i>Thunnus albacares</i>	BLM	Black marlin, <i>Makaira indica</i>
BET	Bigeye tuna, <i>Thunnus obesus</i>	SFA	Sailfish, <i>Istiophorus platypterus</i>
WAH	Wahoo, <i>Acanthocybium solandri</i>	SSP	Shortbill spearfish, <i>Tetrapturus angustirostris</i>
DOL	Mahimahi, <i>Coryphaena hippurus</i>		

LENGTH The length (in centimetres) must be **rounded down** to whole centimetres (e.g. 69.9cm is to be recorded as 69cm)

(All species should be measured "from the tip of the upper jaw to the fork of the tail" **except billfish** which should be measured "from the tip of the lower jaw to the fork of the tail".)
N.B. Only entire specimens (not headed and/or tailed) are to be measured.

SUM OF LENGTHS Is the sum of the lengths of each species that are recorded on that form (page) only.
(This figure is used to verify that sampling data has been correctly entered)

APPENDIX 8. SPC / FFA ARTISANAL TUNA FORMS

- 1. FAD – Deployment Registry**
- 2. FAD – Cost and Maintenance**
- 3. Vessel Identification**
- 4. Vessel Fishing Activity**
- 5. Logsheet**
- 6. Sampling**

SPC / FFA REGIONAL STANDARD ARTISANAL TUNA FORM ART-1

FAD: DEPLOYMENT REGISTRY

(pg1)

REVISED MARCH 2014

COUNTRY:	ISLAND:	DISTRICT OR PROVINCE:	VILLAGE:
----------	---------	-----------------------	----------

FAD NAME, LOCATION, BATHYMETRIC and DEPLOYMENT INFORMATION

DEPLOYMENT LOCATION (<i>this is the same as TUF-ART's "area fished"</i>)	DEPLOYMENT DATE (YYYY/MM/DD):
FAD NAME AND NUMBER:	ESTIMATED DATE THAT FAD WAS LOST (YYYY/MM/DD):
LATITUDE (DD° MM.MMM N/S):	DEPLOYMENT DEPTH (m):
LONGITUDE (DDD° MM. MMM E/W):	DISTANCE FROM SHORE (m):

FAD DETAILS

FAD TYPE: (circle one)→	LAGOON	NEARSHORE SURFACE	NEARSHORE SUBSURFACE	OFFSHORE	OFFSHORE SURFACE	OTHER
FAD DESIGN: (circle one)→	INDIAN OCEAN	SPAR BUOY	BAMBOO RAFT	CUSTOM	IF OTHER PLEASE SPECIFY ...	

FAD FLOATING ELEMENTS (if INDIAN OCEAN DESIGN)

NUMBER OF PRESSURE FLOATS USED:	NUMBER OF PURSE SEINE FLOATS USED:
---------------------------------	------------------------------------

FAD MOORING ROPE

FLOATING ROPE LENGTH (m):	FLOATING ROPE DIAMETER (mm):	FLOATING ROPE TYPE:	FLOATING ROPE - NO. OF STRANDS:			
SINKING ROPE LENGTH (m):	SINKING ROPE DIAMETER (mm):	SINKING ROPE TYPE:	SINKING ROPES - NO. OF STRANDS:			
AGGREGATOR TYPES: (circle one or more)→	NONE	COCONUT FOND	BAMBOO	NETTING	PLASTIC STRAPS	OTHER
SUPPLEMENTARY BUOYANCY USED:	YES / NO		NUMBER OF FLOATS:	PRESSURE RATING OF FLOATS (m):		
LENGTH OF CHAIN (m):	DIAMETER OF CHAIN (mm):					

FAD ANCHORING SYSTEM

ANCHOR TYPES: (circle one or more)→	GRAPNEL	ANCHOR	DISCARDED MACHINERY	CEMENT DRUMS	CEMENT BLOCK	OTHER
ANCHOR WEIGHTS (record the weight in kg)→						

FAD CONNECTING PARTS

NUMBER OF SWIVELS USED:	SIZE OF SWIVELS (mm):	NUMBER OF SHACKLES USED:	SIZE OF SHACKLES (mm):
NUMBER OF THIMBLES/ CONNECTORS USED:	SIZE OF THIMBLES/CONNECTORS (mm):	OTHER CONNECTORS USED:	OTHER CONNECTORS USED:

FAD: DEPLOYMENT REGISTRY		FORM ART-1(pg1)i
Country:	Record the full name of the country where the FAD was deployed.	
Island:	Record the full name of the island where the FAD was deployed, if different to country name.	
District or Province:	Record the name of the district or province off where the FAD was deployed.	
Village:	Record the name of the closest village to where the FAD was deployed (if appropriate).	
FAD NAME, LOCATION, BATHYMETRIC and DEPLOYMENT INFORMATION		
Deployment Location:	Record the area the FAD was deployed into. This must be the same as the TUF-ART "area fished". A FAD is considered as a fishing area in TUF-ART, but the island, region, area will also be added to the database. For more information consult the Artisanal Monitoring Guide.	
FAD Name and Number:	Record the agreed name of the FAD and its number. It is best to have and to refer to a national naming system for FADs before doing this.	
Latitude:	Record the FADs latitude position in degrees, minutes and decimal minutes. Note if the position was north or south of the equator.	
Longitude:	Record the FADs longitude position in degrees, minutes and decimal minutes. Note if the position was east or west of the 180th meridian.	
Deployment Date:	Record the date the FAD was first deployed using the day/month /year format.	
Estimated Date that the FAD was lost:	When relevant, record the date the FAD was lost.	
Deployment Depth :	Record in meters the total depth of the water column where the FAD was deployed.	
Distance from Shore:	Record in meters the distance the FAD was deployed away from the shore line	
FAD DETAILS		
FAD Type:	Circle one option to show what type of FAD was deployed.	
FAD Design:	Circle one option to show what FAD design was used.	
FAD FLOATING ELEMENTS (if Indian Ocean Design)		
Number of pressure floats used:	Record the total number of pressure floats used.	
Number of purse-seine floats used:	Record the total number of purse-seine floats used.	
** See the Artisanal Monitoring Manual for more explanation on any of the equipment mentioned on this form **		
FAD MOORING ROPE		
Floating Rope Length:	Record in meters the total length of the upper mooring rope.	
Floating Rope Diameter:	Record in millimeters the upper rope's diameter.	
Floating Rope Type:	Record the type of rope used in the upper moorings (e.g. nylon e.t.c)	
Floating Rope - no of strands:	Record the number of strands in the mooring rope (e.g 3-strand, 8-strand e.t.c)	
Sinking Rope Length:	Record in meters the total length of the lower section of the mooring rope.	
Sinking Rope Diameter:	Record the diameter in millimeters of the lower section of the mooring rope.	
Sinking Rope Type:	Record the type of rope used in the lower section of the moorings (e.g XXXXX).	
Sinking Rope - No of strands:	Record the total number of strands in the lower section of the rope. (e.g 12-strand e.t.c)	
Aggregator Types:	Circle one or more to indicate the type of material(s) attached to the FAD.	
Supplementary Buoyance Used?:	Circle Yes or No to indicate if extra buoyancy was added the FAD or not.	
Number of floats:	Record the total number of floats that were added to the top section of the mooring rope.	
Pressure Rating of Floats:	Record the pressure rating of the floats in meters	
Length of Chain:	Record in meters the total length of the chain that links the buoy to the upper mooring rope.	
Diameter of Chain:	Record the diameter of the chain that links the buoy and upper mooring rope in millimeters.	
FAD ANCHORING SYSTEM		
Anchor Types:	Indicate by circling one or more of the options which type of materials were used as anchors.	
Anchor Weights:	For any circled anchor type indicate the total weight of the anchor type in kilograms.	
FAD CONNECTING PARTS		
Number of swivels used:	Record the total number of swivels used (swivels are normally placed between the chain and the rope).	
Size of Swivels:	Record in millimeters the size of the swivels.	
Number of Shackles used:	Record the total number of shackles used (normally placed between all connections)	
Size of Shackles:	Record the size of the shackles in millimeters.	
Number of Thimbles/Connectors used:	Record the total number of thimbles (or connectors) that have been used	
Other Connectors Used:	Record the name(s) of any other types of connectors that have been used (rope connector, hardware connectors etc).	

(pg2)

	COST:
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SPC / FFA REGIONAL STANDARD ARTISANAL VESSEL IDENTIFICATION FORM

FORM ART-2

REVISED MARCH 2014

VESSEL IDENTIFICATION	VESSEL'S NAME:
	ISLAND CODE: <i>(fisheries to allocate)</i>
	UNIQUE VESSEL ID: <i>(fisheries to allocate)</i>
	IDENTIFICATION DATE: <i>(enter the date the vessel was allocated its ID)</i>
	MOORING / DOCKING: <i>(type and location)</i>

OWNER'S DETAILS	OWNER'S NAME:
	OWNER'S POSTAL ADDRESS:
	OWNER'S ISLAND NAME, REGION, COUNTRY:
	ELECTRONIC CONTACT DETAILS: <i>(phone, mobile, email)</i>
	NUMBER OF OTHER SMALL-SCALE VESSELS THE OWNER HAS <i>(if any)</i>

VESSEL SPECIFICATIONS	VESSEL MAKE: <i>(name of the manufacturer if any)</i>				
	HULL MATERIALS: <i>(circle 1) →</i>	FIBREGLASS	WOOD	STEEL / ALUMINIUM	OTHER
	VESSEL'S LENGTH: <i>(vessel length overall in meters)</i>				
	VESSEL'S APPEARANCE →	MONO-HULL or CATAMARA	CABIN Y / N	COLOUR	
	VESSEL'S MAIN MODE OF POWER: <i>(circle 1)</i>	SAIL	PADDLE	MOTOR TYPE: <i>circle one</i>	INBOARD or OUTBOARD
	IS THIS A SPORT FISHING VESSEL?	Y / N			
	MAIN MOTOR SIZE <i>(enter horse-power of main engine)</i>	NUMBER OF OUTBOARDS		FUEL TYPE: <i>(circle one)</i> (2-stroke 4-stroke diesel)	

VESSEL ACTIVITY	VESSEL ACTIVITY: <i>(circle all that apply)</i>	CURRENTLY NOT SEA-WORTHY	FISHED LAST YEAR	EXPECTED TO FISH THIS YEAR	
	REPAIRS REQUIRED:				
	HOW OFTEN IS THE VESSEL USED FOR FISHING? <i>(circle 1)</i>	MOST DAYS	WEEKLY	MONTHLY	RARELY OR NEVER
	IF MOST DAYS, HOW MANY TRIPS A DAY NORMALLY?	ONE	TWO	THREE	MORE THAN THREE
	WHERE DOES THE VESSEL USUALLY FISH? <i>(circle 1) →</i>	INSIDE LAGOON	OUTSIDE LAGOON	INSIDE AND OUTSIDE	OTHER
	WHAT FISH DOES THE VESSEL USUALLY TARGET? <i>(circle 1) →</i>	REEF	TUNA	OTHER PELAGIC	REEF AND PELAGIC

SEA SAFETY	WHAT SAFETY EQUIPMENT DOES THE VESSEL HAVE? <i>(circle all safety equipment that are normally on the vessel, and state the expiration date where appropriate) →</i>	LIFEJACKET	LIFE RAFT	FIRST AID KIT	WATER CONTAINER
		ENGINE TOOLS AND SPARES	BAILING DEVICE	ANCHOR AND ROPE	SPARE FUEL
		AUXILIARY MOTOR	PADDLE	SAIL	SHADE CLOTH OR TARPULIN
		FLARES	MIRROR	LASER	TORCH / FLASHLIGHT
		EPIRB (radio beacon)	GPS	ECHO SOUNDER	RADIO
	DATE OF EXPIRATION <i>(i.e. for the life raft, flares or EPIRBS).</i>				

FORM	DATE (DD/MM/YY)	FORM FILLED BY:	OTHER COMMENTS
------	--------------------	-----------------	----------------

FAD Name

Fad Number

Currency:
will be the I

Pressure F

Purse-Sein

Floating R

Sinking R

Aggregato

Suppleme

Chain: Rec

Anchoring

Connecting

If other ple

Number of
FAD.

Equipment

Paid Labor

If other ple

Number of
the FAD.

Paid Labor

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and the tota

Vessel Hire

Fuel: Reco

Date: Reco

Maintenan

Cost: Reco

**SPC / FFA REGIONAL STANDARD ARTISANAL
VESSEL IDENTIFICATION FORM**

FORM ART-2i

VESSEL IDENTIFICATION	VESSEL NAME: (enter vessel name)	Record the vessel name. Include any numbers (i.e. Tamara 3). The vessel name will be recorded on the logsheet form and <u>it must be exactly the same as is recorded here</u> . Keep the logsheet form in mind when recording the vessel name on this form.
	ISLAND CODE: (fisheries to allocate)	Record the 3-letter island or province 'vessel registration code'. SPC can provide this code if necessary. For instance the island code for Funafuti is 'FUN'.
	UNIQUE VESSEL ID: (fisheries to allocate)	Record a unique 4-digit vessel identification number for the vessel. (i.e. 0002)
	IDENTIFICATION DATE: (enter the date of vessel ID)	Record the date this form was filled in or completed.
	MOORING LOCATION (normal mooring type and location)	Record the location (address or known area name) where the vessel is normally docked or moored. State whether it is usually moored to a sea-buoy, docked on a beach, or kept on a trailer.

OWNER'S DETAILS	OWNER NAME:	Record the full name of the vessel owner as it would appear on his/her passport. The Christian name or the given name should be written first and then the surname. Avoid the use of initials. The owner's name will be recorded on the logsheets, so it is important that the name is recorded exactly the same on both forms. If the vessel owner is not a person, but a group of persons or a fishing company, record the most relevant family name or the company name here.
	OWNER'S POSTAL ADDRESS:	Write in the full postal address where the vessel owner can be contacted by regular mail.
	ISLAND NAME, COUNTRY:	Write the name of the island/outer island where the owner lives and the name of the country.
	ELECTRONIC CONTACT DETAILS: (phone, mobile,	Ask the owner for their phone number, mobile phone number and email address. This may be used by Fisheries to contact them in the future.
	NUMBER OF OTHER SMALL-SCALE VESSELS OWNED: (if any)	If the owner has any other small-scale vessels mark the number here, and fill in a form for each vessel.

VESSEL SPECIFICATIONS	VESSEL MAKE: (name of the manufacturer if any)	Record the name of the manufacturer / boat builder, if the vessel was commercially made. Example - Quintrex, Hustler etc. If the vessel was not commercially made i.e. a canoe, just dash this data field.
	HULL MATERIALS: (circle 1)	Simply circle one type of material to indicate the main hull material.
	VESSEL LENGTH: (enter vessel length in meters)	Record the 'length overall (LOA)' of the vessel in meters. Length overall is maximum length of a vessel's hull when measured parallel to the waterline. If an actual 'LOA - length' is not available, then simply state this on the form.
	VESSEL APPEARANCE: (circle one)	Circle to indicate if there are one (mono-hull) or two hulls (catamaran). Circle Y if the vessel has any type of cabin (regular - a fisher can stand up inside, cuddy cabin - smaller no space to stand, or bimin (open on sides with poles holding tarpaulin over head). Record the main hull colour and any secondary colours, if necessary.
	VESSEL'S MAIN MODE OF POWER: (circle one) (circle 1)	Simply circle to indicate the main type of power that is used to move the boat. If two types of power are used i.e. a paddle and a sail then circle the most common method used to propel the boat during fishing.
	OUTBOARD MOTOR SIZE (HP): (enter HP of main engine)	Record the horse-power of the main engine.
	NUMBER OF OUTBOARDS	Record the total no of outboards that are usually used when fishing.

VESSEL ACTIVITY	VESSEL ACTIVITY (circle all that apply)	Circle <u>all</u> choices to show if the registered vessel was sea-worthy on the day the form was filled. Then indicate if the vessel was generally used for fishing in the previous 12-months. Do not circle this choice if the vessel was rarely used for fishing in the previous 12-months. Then indicate, by circling, if the owner intends to use the vessel for fishing in the following 12-months. When answering this question be conscious of whether the vessel is currently sea-worthy, and the type repairs that are required (see below).
	REPAIRS REQUIRED	Ask the owner if there are any major or minor repairs to be made on the boat. Record what type of repairs are required and note, if possible, the approximate date the owner hope to complete the repairs.
	HOW OFTEN DO YOU FISH? (circle 1)	Show by circling one option how often the vessel usually fishes. Circle 'most days' if the vessel fishes at least 3-4 times a week. Circle monthly if the vessel only fishes 3-4 times a month.
	WHERE DO YOU USUALLY FISH? (circle 1)	Circle one choice to indicate where the vessel usually fishes. This should relate to the vessel's fishing practices in the previous three-months., while also considering the owner's intentions for the vessel for the following year.
	WHAT FISH DOES THE VESSEL USUALLY TARGET? (circle 1)	Circle to indicate the main type of fish the vessel generally targets. This should consider the type of fish the vessel targetted over the last few months, while also considering the owner's intentions for the vessel for the following year. Use the comments below to explain any mixed fishing or extended periods of mixed use like transport and fishing.
	IS THIS A SPORTS FISHING BOAT ?	Circle Y if the vessel is <u>only</u> used as a sports fishing boats. That is a vessel that is used in sports fishing competitions and used to carry paying customers.

SEA SAFETY	WHAT SAFETY EQUIPMENT DOES THE VESSEL HAVE? (circle all safety equipment)	Circle each safety equipment that the vessel <u>normally has on-board</u> .
	DATE OF EXPIRATION	If possible record the date of expiration for any of the relevant safety equipment. This may be difficult to do without inspecting the equipment, but the information is helpful when available.

COMMENTS: Use this area to record extra notes on the vessel. Include comments that will help identify the boat. Describe the vessel cabin if any. Include more on the vessel's design. Record the actual boat design name and attach a photo of the boat. Explain more on the vessel's fishing practices like how often it usually fishes, and what type of fish it targets. Does it switch the type of fish it targets during some months etc etc.

FROM ART-3

YEAR	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099
1990	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099

COUNTRY CODE

LANDING SITE

RECORDED - name or code

DATE MM DD	START TIME hh mm	END TIME hh mm	MOTOR	PADDLE	SAIL

[illegible]

**SPC / FFA REGIONAL STANDARD ARTISANAL TUNA
VESSEL FISHING ACTIVITY**

FORM ART-3i

REVISED MARCH 2014

EXAMPLE FORM

Vessel Activity Count

Date	START TIME	END TIME	MOTOR	PADDLE	SAIL
MM DD	hh mm	hh mm			
April 14	07.00	08.15	8	1	
	11.15	12.45	5	1	
April 15	No Survey				
April 16	07.00	08.40	7	0	
	11.20	13.05	5	1	
	17.20	19.25	1	1	
April 17	07.05	08.55	8	2	
	11.30	13.20	7	1	
April 18	07.10	08.10	6	3	
	11.45	13.05	2	1	
	17.20	19.10	9	3	
April 19	No Survey				
April 20	No Survey				

Year: Record the year using a four-digit format (YYYY)

Country Code: Record the country code using the ISO 3166-1 standard for country codes

Landing Site: Record the name of the landing site as agreed in your national artisanal tuna sampling design document

Recorder - name or code: Record the name of the person recording the information or use the 3-letter field staff code which can be provided by SPC.

Date: Record the date the vessel fishing activity count was recorded.

Start time: Record the time you arrived at the landing site to carry out the vessel fishing activity count.

End time: Record the time you left the landing site and stopped counting vessel activity.

Vessel Activity Count : Tally and record the total number of vessels that return from fishing while you carry out the survey. It doesn't matter if the returning vessel has caught fish or not. Every vessel that has been out fishing and returned during the time of the fishing vessel activity count was being done should be tallied.

No Survey: Remember to indicate on the form the days where no survey was carried out. Also, be aware that when you record zeros under the motor boat column this means that the survey was carried out, but there were no motor boats landing during the survey times. It does not mean there was no survey on that day, as this need to be indicated by writing - no survey - on the form.

SPC/ FFA REGIONAL STANDARD ARTISANAL TUNA FISHING LOGSHEET

FORM ART-4

REVISED MARCH 2014

Trip Information

LANDING SITE	VESSEL NAME	DEPARTURE DATE and TIME YY MM DD hh mm	PAGE NO OF
RECORDER - name or code	VESSEL OWNER	RETURN TIME hh mm (and date if different to departure)	YY M M DD
NUMBER OF CREW	SKIPPER'S NAME	BOAT POWER - circle one MOTOR PADDLE SAIL	

Trip Costs

FUEL PURCHASED Y / N	ICE PURCHASED Y / N	BAIT PURCHASED Y / N	GEAR PURCHASED Y / N
AMOUNT \$	AMOUNT \$	AMOUNT \$	ITEM \$

Fishing Events

FISHING EVENT No. 1	FISHING AREA or FAD NAME		FOR THIS EVENT DID YOU ?	USE LIVE BAIT ? Y / N		FISH ON A FAD ? Y / N		CATCH FISH ? Y / N	
			SPECIES	NO	KG	SPECIES	NO	KG	
	FISHING METHOD								
	TOTAL HOURS FISHING	NUMBER OF							
		LINES	HOOKS						

FISHING EVENT No. 2	FISHING AREA or FAD NAME		FOR THIS EVENT DID YOU ?	USE LIVE BAIT ? Y / N		FISH ON A FAD ? Y / N		CATCH FISH ? Y / N	
			SPECIES	NO	KG	SPECIES	NO	KG	
	FISHING METHOD								
	TOTAL HOURS FISHING	NUMBER OF							
		LINES	HOOKS						

FISHING EVENT No. 3	FISHING AREA or FAD NAME		FOR THIS EVENT DID YOU ?	USE LIVE BAIT ? Y / N		FISH ON A FAD ? Y / N		CATCH FISH ? Y / N	
			SPECIES	NO	KG	SPECIES	NO	KG	
	FISHING METHOD								
	TOTAL HOURS FISHING	NUMBER OF							
		LINES	HOOKS						

Trip Information

Landing Site: Record the name of the place the vessel normally departs and returns to. A list of recognised landings site names are available from your local Fishery Officer.

Recorder - name or code: Record the name of the person filling in the form, normally a Fishery Officer or the Captain.

Number of Crew: Record the total number of crew that were on the boat (this excludes the Captain).

Vessel Name: Record the name of the vessel. Use the same standardised or agreed name every time.

Vessel Owner: Record the vessel's owner name in full on every form.

Skipper's Name: Record the full name of the Skipper/Captain. If this is the same as the vessel owner, mark a dash.

Departure Date and Time: Record the date (year-month-date : hour: minute) the vessel departed.

Return Time and date if different: Record the return time (hour: minute), and if the return date is different to the departure date also record this ((year-month-day). If the return date is the same, just dash this data field.

Boat Power: Circle once to indicate the main type of power used to move the vessel.

Page Number: Record the page numbers, normally this will be page 1 of 1.

Trip Costs

Purchased Y or N: Circle Y to indicate 'Yes' that you purchased this item. Do not record yes if the item was got for free - i.e bait fish caught earlier etc

Amount: Record the total weight in kilograms or pounds (for bait), the total volume in litres or gallons (for ice and fuel) that was purchased this trip.

\$: Record here the dollar amount in your local currency that was spent.

Record your fishing details and catch for every fishing event.

A fishing event is all the fishing you do in one area and with one type of gear.

Fishing Area : Record the area the vessel was fishing in or the name of the FAD the vessel was fishing around. Fishery Officers and interested vessels will be issued with a local map showing the agreed local fishing area and FAD names.

Fishing Method: Record the type of fishing gear that was used. Use the standard English names. A standardised list with graphics is available.

For this event did you? Circle Y to indicate 'Yes' or Circle N to indicate 'No' for the following questions.

Use Live Bait? Circle yes if you attached mostly live fish bait to the hook as the main bait during this event.

Fish on a FAD? Circle Y for yes if you fished on a floating or anchored FAD during the fishing event.

Catch Fish? Circle yes if you caught fish, during this fishing event. It is important that you circle N for 'No' if no fish were caught.

FISHING EVENT No. 1	FISHING AREA or FAD NAME		FOR THIS EVENT DID YOU?	USE LIVE BAIT? Y N		FISH ON A FAD? Y N		CATCH FISH? Y / N	
	Tuapua FAD		SPECIES	NO	KG	SPECIES		NO	KG
	FISHING METHOD		Skipjack - SKJ	19	33				
	Trolling		YFT	7	36				
	TOTAL HOURS FISHING	NUMBER OF							
		LINES	HOOKS	Great Barracuda - GBA	2	8			
	3.5	3	3	Wahoo - WAH	3	14			

Total hours fishing:
Record the total time (in multiples of half - hours) spent fishing for this fishing event.

Lines:
Record the total number of fishing lines used.

Hooks:
Record the average number of hooks at the end of each line. Normally this will be one, except for bottom

Species: Record the name of the species that was caught. Write the common English name or use the 3-letter FAO

No. (Number)
Record the total number of fish of this species that was caught.

KG: Record an eye-estimate of the total weight of each species in kilograms.

IF YOU CHANGE YOUR FISHING AREA OR FISHING GEAR DURING THE TRIP RECORD A NEW FISHING EVENT

SPC / FFA REGIONAL STANDARD ARTISANAL TUNA SAMPLING FORM

FORM ART-5

REVISED MARCH 2014

LANDING SITE	VESSEL NAME	DEPARTURE DATE and TIME					PAGE NO.....OF.....
		YY	MM	DD	hh	mm	

FISHING EVENT No.

FISHING EVENT No.

FISHING EVENT No.

	SPECIES CODE	LENGTH
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SPC / FFA REGIONAL STANDARD ARTISANAL TUNA SAMPLING FORM

ART-5i

REVISED MARCH 2014

Landing Site: Re-write the information from the logsheet. Record the standard landing site name referring to the local reference tables.

Vessel Name: Re-write the information from the logsheet. Record the full vessel name, including any numbers, as recorded on the vessel identification form.

Departure Date and Time: Re-write the information from the logsheet. Record the date and time of departure using the Year-Month-Day format.

Page No.... of Record the page number in the sequence that they were filled in. At the end of the sampling fill in the total number of pages used, (ex - page 1 of 3, page 2 of 3 and page 3 of 3).

Record the Fishing Event Number. This must be linked to the Fishing Event Number on the Fishing Logsheets.

Record the fishing event number from the corresponding logsheet. This allows us to link the samples to their fishing area and gear. You may need to record the same fishing event number more than once on the sampling form. Ask fishermen to separate their catch by fishing event to help you.

FISHING EVENT No. 1	FISHING AREA or FAD NAME	
	FISHING METHOD	
TOTAL HOURS FISHING	NUMBER OF LINES	
	HOOKS	

Example of fully filled form

LANDING SITE Boat Harbour		VESSEL NAME Bay Ranger		DEPARTURE DATE and TIME YY MM DD hh mm 15 05 13 06 15				PAGE NO....OF..... 1 OF 1																																																																																		
FISHING EVENT No. 1		FISHING EVENT No. 1		FISHING EVENT No. 2																																																																																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 5%;"> </th> <th style="width: 65%;">SPECIES CODE</th> <th style="width: 30%;">LENGTH</th> </tr> <tr><td>1</td><td>SKJ</td><td>38</td></tr> <tr><td>2</td><td>SKJ</td><td>43</td></tr> <tr><td>3</td><td>SKJ</td><td>40</td></tr> <tr><td>4</td><td>SKJ</td><td>41</td></tr> <tr><td>5</td><td>SKJ</td><td>37</td></tr> <tr><td>6</td><td>GBA</td><td>84</td></tr> <tr><td>7</td><td>YFT</td><td>59</td></tr> <tr><td>8</td><td>YFT</td><td>61</td></tr> </table>			SPECIES CODE	LENGTH	1	SKJ	38	2	SKJ	43	3	SKJ	40	4	SKJ	41	5	SKJ	37	6	GBA	84	7	YFT	59	8	YFT	61	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 5%;"> </th> <th style="width: 65%;">SPECIES CODE</th> <th style="width: 30%;">LENGTH</th> </tr> <tr><td>1</td><td>YFT</td><td>64</td></tr> <tr><td>2</td><td>SKJ</td><td>41</td></tr> <tr><td>3</td><td>SKJ</td><td>40</td></tr> <tr><td>4</td><td>SKJ</td><td>47</td></tr> <tr><td>5</td><td>GBA</td><td>81</td></tr> <tr><td>6</td><td>SKJ</td><td>43</td></tr> <tr><td>7</td><td>SKJ</td><td>43</td></tr> <tr><td>8</td><td> </td><td> </td></tr> </table>			SPECIES CODE	LENGTH	1	YFT	64	2	SKJ	41	3	SKJ	40	4	SKJ	47	5	GBA	81	6	SKJ	43	7	SKJ	43	8			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 5%;"> </th> <th style="width: 65%;">SPECIES CODE</th> <th style="width: 30%;">LENGTH</th> </tr> <tr><td>1</td><td>ETA</td><td>63</td></tr> <tr><td>2</td><td>ETC</td><td>61</td></tr> <tr><td>3</td><td>ETA</td><td>67</td></tr> <tr><td>4</td><td>ETA</td><td>67</td></tr> <tr><td>5</td><td>ETC</td><td>68</td></tr> <tr><td>6</td><td> </td><td> </td></tr> <tr><td>7</td><td> </td><td> </td></tr> <tr><td>8</td><td> </td><td> </td></tr> </table>							SPECIES CODE	LENGTH	1	ETA	63	2	ETC	61	3	ETA	67	4	ETA	67	5	ETC	68	6			7			8		
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4	SKJ	47																																																																																								
5	GBA	81																																																																																								
6	SKJ	43																																																																																								
7	SKJ	43																																																																																								
8																																																																																										
	SPECIES CODE	LENGTH																																																																																								
1	ETA	63																																																																																								
2	ETC	61																																																																																								
3	ETA	67																																																																																								
4	ETA	67																																																																																								
5	ETC	68																																																																																								
6																																																																																										
7																																																																																										
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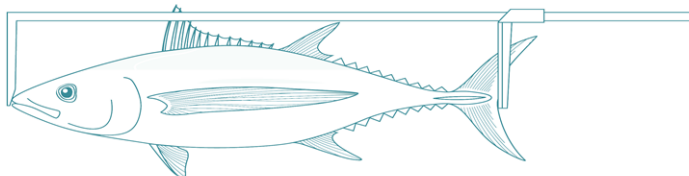
Species code: Record the 3-letter FAO species identification code. If this is not available record the standard English name or a local name. Try to avoid recording local names and fish out the 3-letter code as soon as possible. If you don't know the species at all use the species code 'UNS' for unspecified.

Take a photograph, a sample, or make a drawing of an unknown fish.

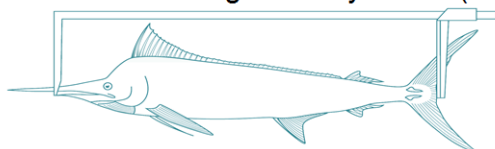
Length: Use a calibrated measuring instrument to measure the length of each unloaded fish. Either a calliper (best), a properly constructed measuring board, or a deck tape placed against a vertical object can be used.

If you aren't able to measure some fish (unloading was too fast etc) record the species code and dash the length data field.

Measure the upper-fork length for tuna, sharks or other bycatch species (upper jaw to fork in tail).



Measure the lower-fork length for any billfish (lower jaw to fork in tail).



*Don't measure any damaged fish!
Just record the species' name
and dash the data field for length.*

APPENDIX 9. OTHER FORMS

- 1. Gamefish Tournament Data Sheet**
- 2. Gamefishing Individual Vessel Logsheet**
- 3. Fishing Trip and Port Visit Log**
- 4. Papua New Guinea Compulsory Vessel Inspection and Checklist**

[illegible]

Competition Name

lbs

Bigeye tuna	Other
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Gamefishing Individual Vessel Logsheets - Troll (5 days)

Please complete - even if no fish are caught

Name, address and port of person filling out data sheet:	Please record	Vessel Name:	Units of weight	kg
	Kept Released			lbs

[illegible]

NAME OF VESSEL	GEAR TYPE	COUNTRY OF REGISTRATION	YEAR
NAME OF FISHING COMPANY		REGISTRATION NUMBER IN COUNTRY OF REGISTRATION	INTERNATIONAL RADIO CALLSIGN

[illegible]

- FISHING TRIP AND PORT VISIT CODES**
- 1 FISHING TRIP
 - 2 IN PORT - UNLOADING CATCH
 - 3 IN PORT - PREPARING FOR NEXT TRIP
 - 4 IN PORT - MAINTENANCE
 - 5 IN PORT - REPAIRS
 - 6 IN PORT - BAD WEATHER
 - 7 IN PORT - OTHER (PLEASE SPECIFY)
 - 8 IN TRANSIT TO ANOTHER PORT
 - 9 AT SEA - TRANSHIPMENT
 - 10 FISHING TRIP, but targeting non-pelagic species (e.g. deepwater snapper, reef fish etc)

SPC / FFA REGIONAL FISHING TRIP / PORT VISIT LOG - INSTRUCTIONS

Block One: Vessel Identification

Country of Registration and Registration Number in Country of Registration: Print the name of the country in which the vessel is registered (e.g. "Japan") and the registration number issued by the country in which the vessel is registered (e.g. "ME1-808").

Year: Print the year in which the vessel departed from port at the start of the trip.

Block Two: Vessel Fishing Trip / Port Visit

Periods when the vessel was at sea fishing or was in port must be completed in this block covering the entire year.

IT IS FUNDAMENTAL THAT PERIODS WHEN THE VESSEL WAS NOT FISHING ARE LISTED ON THIS FORM.

Please note that a fishing trip is terminated when a full or partial unloading is undertaken, and that this therefore includes any at-sea transhipments

The period the vessel was in port and the main reason for remaining in port must be specified in the space provided.

Period – Date from and Date to: Print the date that either (i) the fishing trip commenced (i.e. departure from port) and the date of return to port, or (ii) when in port, the date that a specific "in-port" activity began and ended (for example, unloading the catch). Note that the first day on this form for a vessel must be January 1st and the last day must be 31st December for any given year. All days in the year must be accounted for in the periods recorded.

Fishing Trip and Port Visit Code: Use Activity Code 1 ('Fishing Trip') for periods when the vessel undertook a fishing trip. Use the appropriate Activity Code between 2 and 8 (as listed) for any period that the vessel was in port (i.e. not undertaking a fishing trip).

Logsheet provided ?: For periods when the vessel was fishing (i.e. on a "fishing trip"), indicated whether the a catch logsheet was provided.

Comments: Print any comments relevant to this period of activity.

Example :

REV: SPC/FFA DEC 2004		SPC / FFA REGIONAL FISHING TRIP AND PORT VISIT LOG					PAGE ____ OF ____	
NAME OF VESSEL Great Ocean			GEAR TYPE Longline		COUNTRY OF REGISTRATION Fiji		YEAR 2002	
NAME OF FISHING COMPANY JIKO FISHING COMPANY LTD					REGISTRATION NUMBER IN COUNTRY OF REGISTRATION Fiji		INTERNATIONAL RADIO CALLSIGN	

PERIOD OF ACTIVITY		FISHING TRIP AND PORT VISIT CODE	IF FISHING TRIP:				IF PORT VISIT: NAME OF PORT	COMMENTS
DATE FROM DD / MM / YYYY	DATE TO DD / MM / YYYY		LOGSHEET PROVIDED ?	OBSERVER ONBOARD?	TOTAL NUMBER OF CREW	NUMBER OF PACIFIC ISLAND CREW		
1/1/2002	05/01/2002	3						
06/01/2002	21/1/2002	1	Yes	No	15	11	Suva	
22/1/2002	22/01/2002	2						
23/1/2002	25/01/2002	5						
26/01/2002	31/1/2002	3						
01/02/2002	18/2/2002	1	Yes	No	15	10	Suva	
.....								
23/12/2002	23/12/2002	2						
24/12/2002	31/12/2002	7						Christmas - New Year break
.....								

FISHING TRIP AND PORT VISIT CODES

1 FISHING TRIP

2 IN PORT - UNLOADING CATCH

3 IN PORT - PREPARING FOR NEXT TRIP

4 IN PORT - MAINTENANCE

5 IN PORT - REPAIRS

6 IN PORT - BAD WEATHER

7 IN PORT - OTHER (PLEASE SPECIFY)

8 IN TRANSIT TO ANOTHER PORT

9 AT SEA - TRANSHIPMENT

10 FISHING TRIP, but targeting non-pelagic species (e.g. deepwater snapper, reef fish etc)



NATIONAL FISHERIES AUTHORITY

PO Box 2016, Port Moresby, National Capital District, Papua New Guinea
Telephone: 3090444, Facsimile: 320 2061, Email: nfa@fisheries.gov.pg

Division of Monitoring, Control and Surveillance

COMPULSORY VESSEL INSPECTION and CHECKLIST

PNG Licence
No:

Date:

A: VESSEL VERIFICATION

Vessel Name:

Type:

Flagging Arrangement:

Country Registration number:

International radio call sign (IRCS):

Company owner:

Country:

Charterer:

Country:

Vessel captain:

Nationality

Type of licensing arrangement:

Vessel ownership arrangement

B: VESSEL MARKINGS

1. PNG license No. is clearly displayed on both sides and top of wheelhouse ?

Yes

No

Remarks:

2. All utility boats (e.g.: skiffs, dinghies, speedboats, towboat) that are carried by the licensed vessel to support its fishing operations properly comply with the license marking requirements ?

Skiff

Yes No n/a

Dinghies

(No. =)

Yes No n/a

Helicopter

Yes No n/a

Tow boat

Yes No n/a

Speed boats (No. =)

Yes No n/a

Other

n/a

(

) Yes No

3. Are this vessel's payaos all clearly and permanently marked correctly ?

Yes

No

For the options: **Yes**, **No**, or **n/a** please circle the appropriate response

C: ASSOCIATED SUPPORT CRAFT (including carrier vessels)

List support boats:	Name	Usage	Capacity if a fish carrier	Size GRT	LOA (m)
	a)				
	b)				
	c)				
	d)				
	e)				

Helicopter:	Yes No	Make:	Model:	Year:
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D: SIZE CHARACTERISTICS

Gross registered tonnage:	Net tonnage:	Maximum loading capacity: mT	Total well volume: (m3)	Vessel cruising speed: kts.
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Well (hold) capacity and usage (also get Captain to have the attached **well layout map** filled out)

Port or Centre "P" or "C" (eg: 1C)	m3	USAGE	If fish storage note type of cooling and optimum temperature (°C) (ice, chilled seawater, brine, blast freezing, dry freezer hold)	Star-board	m3	USAGE
Main deck	1			1S		
	2			2S		
	3			3S		
	4			4S		
	5			5S		
	6			6S		
	7			7S		
	8			8S		
	9			9S		
	10			10S		
Upper deck or more wells				S		
				S		
				S		
				S		
				S		

E: ELECTRONICS		MAKE	MODEL	COMMENTS (use code - see * below)	USE CODE
NAVIGATIONAL RADAR # 1	Y N				
NAVIGATIONAL RADAR # 2	Y N				
BIRD RADAR	Y N				
DEPTH SOUNDER # 1	Y N				
DEPTH SOUNDER # 2	Y N				
SONAR	Y N				
GPS	Y N				
TRACK PLOTTER	Y N				
RADIO BEACON DIRECTION FINDER	Y N				
RADIO BUOYS - NON CALL-UP	Y N			How many ?	
RADIO BUOYS - CALL-UP	Y N			How many ?	
SATELLITE BUOYS	Y N			How many ?	
REMOTE ECHO SOUNDING BUOYS	Y N			How many ?	
DOPPLER CURRENT METER	Y N				
SEA SURFACE TEMP. GAUGE	Y N				
WIND SPEED / DIRECTION FINDER	Y N				
WEATHER FACSIMILE	Y N				
NOAA WEATHER SATELLITE MONITOR	Y N				
VMS (FFA TYPE-APPROVED)	Y N			Seal intact ? Y N	
FIXED BINOCULARS	Y N				
SATELLITE / HF TELEX	Y N			Telex number:	

FISHERY INFORMATION SERVICES		DATA SOURCE	USE CODE
BATHY THERMOGRAPH DATA USED	Y N		
ALTIMETRY DATA USED	Y N		
OTHER #1	()		
OTHER #2	()		

* USE CODES
Ask Captain to indicate how much each instrument or service is used. Use the following one-letter usage codes to show the response:
I = Intensive
O = Occasional
R = Rarely
N = Not used or not working

INMARSAT SYSTEM	Y N	Phone number:	Fax number:	Email:
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F: FISHING GEAR SPECIFICATIONS

F1: PURSE SEINE

YES NO

- if "NO" then skip the rest of section "F1"

SINGLE SEINER **GROUP SEINER**

(circle one)

If this vessel is a group seiner then ensure that the names and the capacity of the associated carrier vessels are included in the ASSOCIATED SUPPORT CRAFT section (section C).

	POWER BLOCK	Make:	Model	Rated power	Sheave diameter cm
	PURSE WINCH	Make:	Model	Rated power	Hauling speed m/sec
	PURSE CABLE	Section length (m): Skiff end ————— m ————— m ————— m Seiner end Section diameter (mm): mm mm mm			
	NET SKIFF ENGINE	Make:	Model	Horsepower:	

	NET	Maximum net depth m	Maximum net depth m	No. of net strips	Hanging ratio %:
		Average mesh size of body mm	Net material:		
		Average mesh size of bunt mm	Mesh type: (circle one) knotted unknotted		

	BRAILER	Type:	Capacity 1 mT	Capacity 2 mT
	FADs	Maximum No. of FADs used:	FAD materials:	
	LIGHTS	Number used:	Type:	Power: kWt

	HELICOPTER	Make:	Model	Registration number:
		Effective range: kms.	Colour:	

COMMENTS:

F2: LONGLINE		YES	NO	- if "NO" then skip the rest of section "F2"							
		Material:		Type:	Diameter:	Length					
Possible materials include: nylon, kuralon, Possible types include: monofilament, multi-strand twisted monofilament, braided		MAINLINE		Mainline storage: (circle one) vessel bin baskets drum							
		Branchline average length m		Number of sections: 1 2 3 4 (circle one)		Trace type: monofilament wire (circle one)					
Please circle "Y" or "N" wherever possible		MAKE-UP of BASKET (BRANCH LINES and FLOATS)		Description of multi-section branchlines							
				Mainline end _____ / _____ / _____ / _____ Hook end Section 1. Section 2. Section 3. Section 4.							
		Material:									
			Type:								
Length:	m			m		m		m			
	Maximum No. of hooks set:		Maximum No. floats set:		Average length of float lines: m						
MAINLINE HAULER		Y	N	MAINLINE SHOOTER		Y	N	BAIT CHUTE USED		Y	N
BRANCH LINE HAULER		Y	N	AUTOMATIC BAIT THROWER		Y	N	TORI POLES USED		Y	N
TIME / DEPTH / TEMPERATURE RECORDERS (TDRs or MINILOGS) USED		Y	N			Y	N	SHARK LINES ON FLOATS		Y	N

F3: PRAWN TRAWL		YES	NO	- if "NO" then skip the rest of section "F3"			
		Make:		Model	Rated power	Hauling speed	
WINCH						m/sec	
NET		Warp length:	m	No. of trawls towed:	Total No. trawl nets on board:		
		Average mesh size of body	mm	Material of net body:			
		Average mesh size of codend	mm	Material of codend:			

F4: OTHER FISHING GEAR SPECIFICATIONS				- please specify		(.....)	
GILLNETS	Y	N	VERTICAL LONGLINES / DROPLINES	Y	N	OTHERS	
BOTTOM LONGLINES	Y	N	FISH TRAPS	Y	N	(.....)	Y N
HANDLINES	Y	N	TRAWL NETS	Y	N	(.....)	Y N

Brief description of gear including numbers of each type, basic materials and lengths, depths, if appropriate:	

Name of Captain or Person-in-Charge, if not the Captain		Position of Person-in-Charge, if not the Captain	
I, as the above named Captain / Person-in-Charge, agree that the above details are an accurate description of this vessel at time of this inspection.		Yes No (circle one)	Signature of Captain or Person-in-Charge

G: AWARENESS of PNG LICENSING CONDITIONS, REQUIREMENTS and PROHIBITIONS

1. **License on board** - Is the original or is a copy of the current license on board ?

original
copy
(circle one)
none

2. **Crew**

Vessel licensed to carry total of:

Number of citizens (PNG Nationals):

Vessel's crew number at inspection time:

3. **License conditions and endorsements** - Has the Captain / Person-in-Charge read and understood

- a) the Conditions on the back of the license ?
 - b) the Special Conditions, Prohibited Areas (attachment B) ?
 - c) the Endorsement to License (attachment G) ?
 - d) the Requirements for Markings ?

Yes No (circle one)	Signature of Captain or Person-in-Charge
---	---

4. **Transshipment** - Is the Captain Person-in-Charge aware that the license conditions require

- a) the Captain / Person-in-Charge to request permission to tranship fish or to re-provision 72 hours in advance ?
(Condition 5 - Attachment D)
 - b) that once permission has been granted then an Observer or NFA Fishery Officer must be on board the vessel before transshipment or re-provisioning can start ?

Yes No (circle one)	Signature of Captain or Person-in-Charge
---	---

5. **Catch recording** - Does the Captain / Person-in-Charge know he is responsible to ensure all catch is recorded

- a) daily on the Logsheets supplied by NFA ?
 - b) using his own or his Master Fisherman's best estimate of total catch and of the catch composition

Yes No (circle one)	Signature of Captain or Person-in-Charge
---	---

6. **Formal Clearance** - Does the Captain / Person-in-Charge know he must report to port for formal clearance:

- a) on entering PNG waters before meeting any other vessel
 - b) before departing the country, after the last transshipment, reprovisioning or other meeting with any other vessel

Yes No (circle one)	Signature of Captain or Person-in-Charge
---	---

7. **Offences and Penalties** - Is the Captain Person-in-Charge aware that:

- a) failure to comply with these and any other terms and conditions of the License, National Laws and Regulations may, in addition to any judicial penalties that may be incurred, result in the suspension or loss of the license either temporarily or permanently.
 - b) as Captain / Person-in-Charge of the vessel he will be charged for offences under the Fisheries Management Act if found in breach of any of these conditions.

Yes No (circle one)	Signature of Captain or Person-in-Charge
---	---

ACTIONS TAKEN

1. Major discrepancies identified

2. Corrective actions taken

CERTIFICATION

In accordance with section 48 of the Fisheries Management Act, 1

I,, a gazetted Fisheries Officer of the National Fisheries Authority, do declare

that I have inspected the vessel,, on at
and I am satisfied that all necessary requirements have been met.

All the conditions of the license were fully explained to the Captain / Person-in-Charge of the F/V
who signed the below statement to the effect that the license conditions were fully understood and that they would be
complied with.

This vessel was on at
(write in "cleared" or "not cleared") (date) (port)

.....
(signature of Fisheries Officer)

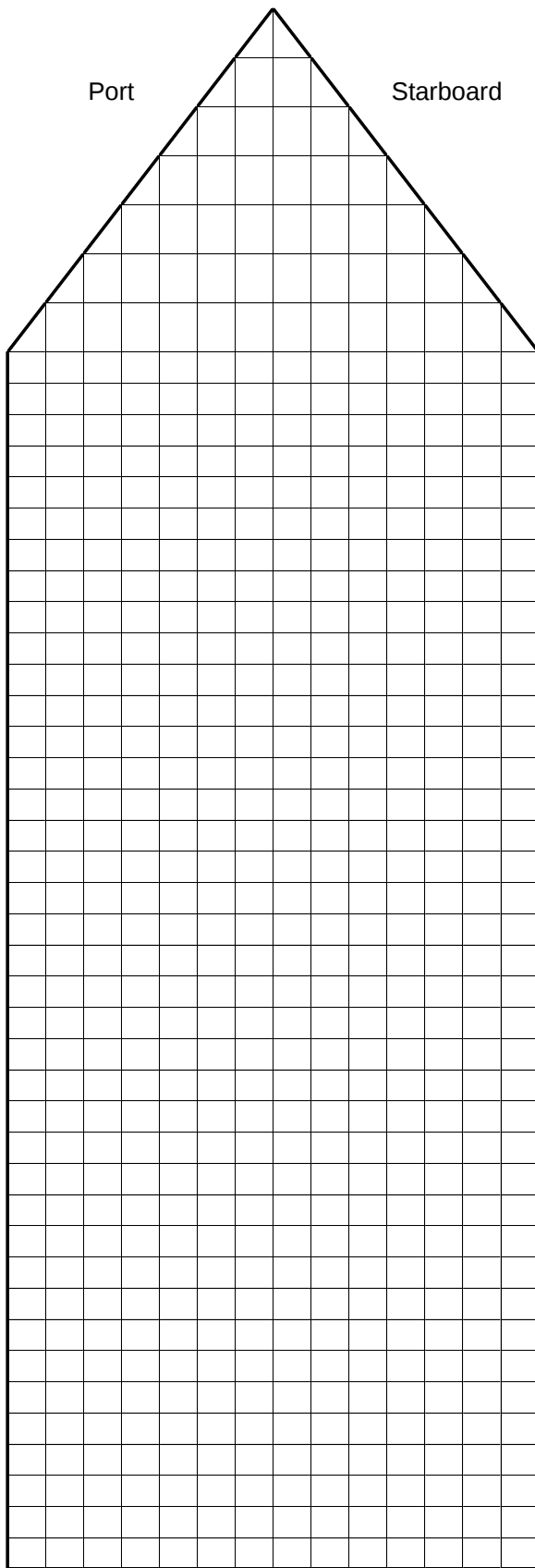
.....
(signature of Witness)

STATEMENT

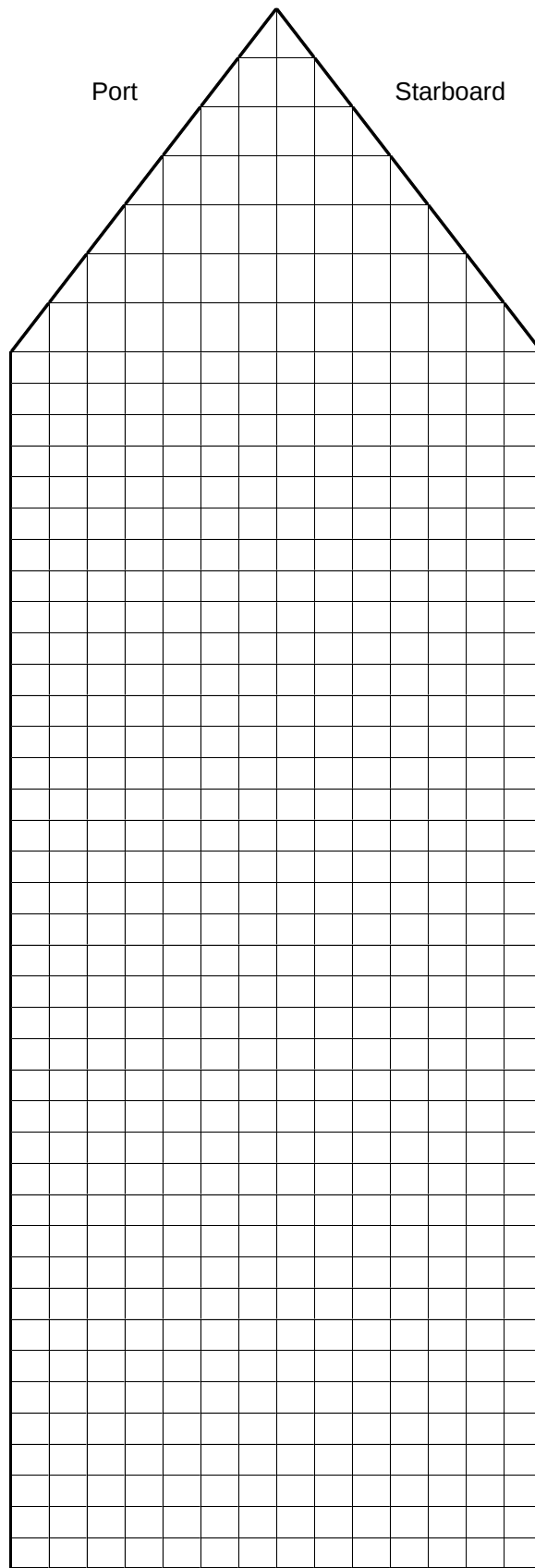
I,
(name of Captain or Person-in-Charge) (title / position held)

of the fishing vessel,, do declare that I fully understand what the Fishery Officer
has explained today and will comply with the conditions of the license.

..... (signature of Captain or Person-in-Charge)	 (date)
---	-----------------



Level 1. upper / lower / only
(circle one)



Level 2. upper / lower
(circle one)

1. Mark (outline) each well (hold) in its position on the vessel.

2. Indicate the capacity for each well in cubic metres (m³).

3. If there is one level of wells (most vessels) use "**Level 1**" maps above and circle "only".

If some wells (holds) are over the top of other wells use "**Level 1**" and the "**Level 2**" maps.
Circle the word "upper" or "lower" on each map to show if wells are on top or underneath.

Example:

Deck 1. upper / lower / only

