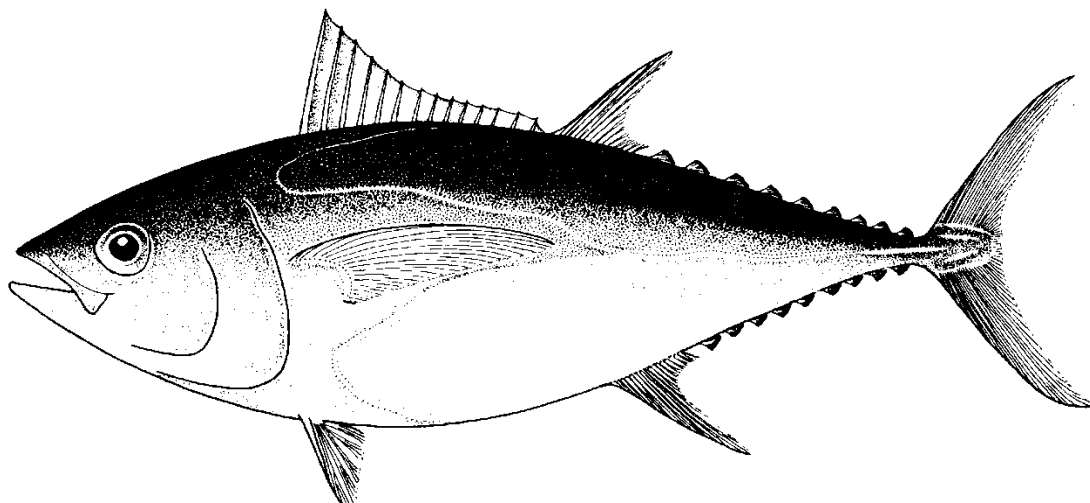


TENTH MEETING OF THE TUNA FISHERY DATA COLLECTION COMMITTEE

DEC 12-15<sup>th</sup>, Nadi, Fiji

**INFORMATION PAPER  
DCC10 – IPO5**

**Report on the mini DCC meeting on Observer forms (Nov 2016)**



Pacific Community



Forum Fisheries Agency

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
<p>The Mini-Observer DCC took place from the 10<sup>th</sup> of November, in Noumea at the end of the Observer Trainers' workshop. The following persons were present: Benia Bauro (Kiribati), Gabrielle Black (SPC), Deirdre Brogan (SPC), Elton Clodamar (Nauru), Glen English (PNG), Siosifa Fukofuka (SPC), Manoi Kutan (PNG), Ambrose Orianhaa (FFA), Tim Park (SPC), Steve Peter (MRAG), Karl Staisch (WCPFC), Peter Sharples (Consultant), Lucas Tarapik (PNG), Icanus Tuiloma (SPC), Harold Vilia (SB), Ricky Narruhn (FSM).</p>					
<p>Data Field : <b>Port Arrival and Departure</b> Form Type and Section: PS-1 (page1), Trip Details</p>					
Mini Observer DCC, Nov 2016.	<p>A request to add the country for the port of departure and return was denied as this is not a minimum WCPFC standard, but rather described as helpful in the description of the WCPFC min. standards for Port of Departure and Port of Return.</p> <p>The instructions can be amended to remind observers to add the country for the port of arrival and departure in their trip report, most especially for ports outside SPC/FFA member countries.</p>				
<p>Data Fields : <b>{Country Reg No.}, {IRCS}, {UVI}, {Flag}, {Length}, {Gross Tonnage}</b> Form Type and Section: PS-1 (page 1), Vessel Characteristics</p>					
Mini Observer DCC, Nov 2016.	<p>In recent years the vessel details data fields including {Country Reg No.} {IRCS} {UVI} {Flag} {Length} {Gross Tonnage} have been auto populated in the observer database through the simple selection of the vessel name. The information that the observer collected is not captured by this process. The meeting noted that observers have a very important role in <i>physically verifying and validating</i> vessel details through the review of the multiple paper copies relating to the</p>				

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	<p>vessels identify that can be found in the wheelhouse. The WCPFC also advised that these are minimum observer data standards and that member countries have agreed that this information should be collected by observers. In terms of auto-populating the database where the observer data is noted to be different to the vessel register information the observer data should be captured.</p> <p>In some countries debriefers are required to bring vessel registration discrepancies to the notice of the licensing officer. A participant from a national programme noted that Port inspectors have a role in verifying vessel registration details, however the increasing use of pre-populated fields on tablets have reduced attention to detail and cross-checking.</p>				
<p>Data Field: <b>Gross Tonnage</b> Form Type and Section: PS-1 (pg1), Vessel Characteristics</p>					
Mini Observer DCC, Nov 2016.	<p>Clarification around the gross tonnage (GT) data field was requested by observers. It remained unclear for many observers why GT had fully replaced gross registered tonnage (GRT), as some observers still come across GRT. Another area of concern for observers is that they have seen relatively long vessels with large storage areas will comparatively small GTs, most especially when compared to shorter vessels they have boarded. It was explained that gross register tonnage (GRT) was replaced by gross</p>				

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	<p>tonnage (GT) in 1994 and is no longer a widely used term in the industry. It is also worth noting that differences between GT and GRT are subtle, and not easily understood, but mostly depend on the difference between the calculations. A GT record will always be smaller than a GRT record for the same vessel. Since observers may still encounter older vessels that use GRT units, the group agreed to re-instate the option to record GRT on the form.</p>				
<p>Data Fields: <b>{Net max depth}, {Net max length}, {Net No. of Strips}</b>  Form Type and Section: PS-1 (pg1), Vessel Characteristics</p>					
Mini Observer DCC, Nov 2016.	<p>Participants suggested a comprehensive review around the requirement to collect purse-seine net information. Increasingly net plans are provided in Asian script and it is difficult for observers to confidently identify the required data fields. In the early days of observing a large number of trips were carried out on the US fleet, and while the net plan is very technical in nature the observers had enough training to understand and capture the required information.</p> <p>As an alternative to requiring observers to capture net plans, vessels could be obliged to do this in English and through the vessel register, although it is known that net plans can change during the year. The collection of net information should be reviewed before the next DCC, most especially with the recruitment of SPC Fisheries Scientist</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
	(Purse Seine Dynamics).				
Data Field: <b>AIS</b> Form Type and Section: PS-1 (pg1), Vessel Characteristics					
Mini Observer DCC, Nov 2016.	(General change – see also PL-1, PL-1)  Participants simply suggested that the AIS field should be moved closer to the VMS data fields. The meeting encouraged a review of the data compiled to data to see if it has been useful. The use of AIS in identifying nearby vessels was discussed during the review of the GEN-1 form.				
Data Field : <b>proposed only - Radio Buoys</b> Form Type and Section: PS-1, Electronics					
Mini Observer DCC, Nov 2016.	A query was made in relation to the increasing numbers of radio buoys thought to be associated with FADs being found in coastal areas, prompted a request to reinstate radio buoys onto the PS-1 form. As it not possible to link radio buoys found on the beaches to a specific vessel this was rejected.				
Data Field : <b>Usage Codes</b> Form Type and Section: PS-1, Electronics					
Mini Observer DCC, Nov 2016.	(General change – see also PL-1, PL-1)  Observers have been questioning the selection of the appropriate 'usage				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
	code' in relation to the usage of 'buoys' (GPS and echo sounding buoys) during the FAD closure period. They suggested that none of the current codes are appropriate to indicate that the buoys are not used during the FAD closure period, but that they are used at most other times. The usage code – NUF (not used in FAD closure period) was suggested, however at the end of the discussion the group thought that adding a catch all code to capture all other scenarios was the best solution. The decision was made to add a new code 'OTH – other please specific'.				
Data Fields : Communication and Information Services { <b>Mobile, Other,</b> }					
Form Type and Section: PS-1, Electronics.					
Mini Observer DCC, Nov 2016.	(General change – see also PL-1, PL-1)  A number of mostly minor edits were requested within the communication and information services area. Clarify that a mobile phone is also a cell phone would be appreciated in US territories and in regards to US fleets. To avoid database changes, this can go into the instructions. The blank data field on the same line as weather fax line confuses observers and should be removed. The data field for Information Services 'Other Y or N' is superfluous and can be removed. The empty data field can be used to				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	note “website” and “www” can be written into encourage observers to write in the website address in this area.				
Data Fields : <b>Observations / Comments / Other Gear / Unusual Use of Gear</b>					
Mini Observer DCC, Nov 2016.	There were no requests to change this data field. However, there were also some queries around how well observers were responding to this data field, and how effective it is. SPC’s Observer Database Manager confirmed that all comments were being added to the database and a review of the usefulness of the open comment data field could be achieved.				
<ul style="list-style-type: none"> <li>FORM PS-1 PURSE SEINE OBSERVER GENERAL INFORMATION (Page 2)</li> </ul>					
Data Fields : <b>Licence No.</b> Form Type and Section: PS-1 (page 2) , Crew List					
Mini Observer DCC, Nov 2016.	The participants queried the value of the licence number data field saying; it wasn’t clear what was being requested, and that even when understood obtaining the captain or master’s navigation or fishing master licence number was not an easy task. Neither is it a WCPFC min standard. The group agreed to remove this data field.				
Data Fields: <b>Human Trafficking – proposed only</b> Form Type and Section: PS-1 (page 2) , Crew List					

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
Mini Observer DCC, Nov 2016.	As a clarification it was noted that the crew list was for recording members of the regular crew only. Transit crew or other persons, (second observers, rescued persons etc) should not be recorded on the form, but rather into the trip report. Participants were aware that human trafficking is a current area of media focus for the international fishing community and that some observer programmes had started to document these phenomena, along with associated labour and human rights issues. That said, the group suggested that their perception is that these issues were not strongly visible in the purse-seine fishery at least, and there was no demand or reason for observers to collect such information at this time. National Programmes are asked to keep a watch on this area.				
Data Fields : <b>EPIRBS</b> Form Type and Section: PS-1 (page 2) , Safety Equipment					
Mini Observer DCC, Nov 2016.	(General change – see also PL-1, PL-1)  Clarify in the instructions that observers are only required to record information on EPIRBS that they have easy access to. There is no requirement for observers to record EPRIBs that may be present in sealed life-rafts for instance.				



Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
Data Fields : <b>Comments of Drawing of Well Pattern</b> Form Type and Section: PS-1 (page 2) , Safety Equipment					
Mini Observer DCC, Nov 2016.	<p>The area on the form to draw the well pattern was thought to be too small. That said, observers generally submit a separate page with the vessel's own copy of the well pattern.</p> <p>SPC's Observer Database Manager noted that with the upcoming integration of the observer database into the TUFMAN platform it will be possible to attach the well plan scan to the observer trip data. However, for that to be done, and to avoid the need for the entire trip scan to be attached, the well pattern drawing will have to be scanned separately to the rest of the workbook.</p> <p>A suggestion to add an extra page into the workbook titled "well pattern" where the photocopy could be attached was also suggested and should be considered, noting that there are other loose pages that are regularly collected by observers (net plan, crew list etc.</p> <p>Another minor edits for the data field wording was proposed and the suggestion is to write it as "Comments, and / or Drawing of Well Pattern".</p>				
<ul style="list-style-type: none"> <li>FORM PS-2 PURSE SEINE OBSERVER DAILY LOG</li> </ul>					
Data Fields : <b>Radio Buoys – Proposed only</b> Form Type and Section: PS-2, <b>General</b>					
Mini Observer	Earlier versions of the forms mostly				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
DCC, Nov 2016.	<p>used the term 'radio buoy'. At one stage and most certainly around when GPS and sonar buoys were introduced the use of word 'radio buoy' has become unclear at times.</p> <p>The participants suggested that observers use 'radio buoy' as the primary or 'catch all' term for buoys and that the comments would, where necessary, clarify that this included GPS buoys and sonar buoys. This discussion is most relevant to the Activity code 15R and 15D.</p>				
<p>Data Fields : <b>Activity Codes</b> Form Type and Section: PS-2, Daily Log</p>					
Mini Observer DCC, Nov 2016.	<p>Initially, the semantics of the activity code '12 – No fishing drifting with a floating object' were called into question. It was pointed out that technically the floating object must be tied to the vessel (??? Not clarified) and that this was not obvious from the wording.</p> <p>As the conversation continued the group suggested that none of the terms 'no fishing' were actually technically correct, as they were not in line with our understanding of fishing, which can continue when the vessel is not moving. To resolve this the wording 'no fishing' was removed from activity codes 11, 12 and 13 and the activity code 12 further clarified to show that the floating object must be tied to the floating object.</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
	<p>11 <del>No fishing</del> – Drifting at day’s end  12 <del>No fishing</del> – Drifting and tied with floating object (<i>comment DAB – tied to was not agreed?</i>)  13 <del>No fishing</del> - Other reason - please specify</p> <p>Conversations around the activity code also explored and clarified that if additional material is added to a log/FAD during servicing no second object number will be assigned.</p>				
<ul style="list-style-type: none"> <li>FORM PS-3 PURSE SEINE OBSERVER SET DETAILS</li> </ul>					
Data Fields : <b>Multiple- for sharks - Sex, condition,</b> Form Type and Section: PS-3, Bycatch					
Mini Observer DCC, Nov 2016.	<p>In 2014, and following on from CMM 2011 -04, 2013-08 FAL and OCS were recognised as species of special interest by the DCC. Recording multiple landings of these sharks on the observer forms has caused a number of issues. On a very basic level the purse-seine PS-3 Set Details, (unlike the LL-4 Catch Monitoring form) only lightly captures the condition of the species of special interest when landed, and normally additional information on SSI should be recorded on the GEN-2 form. The limitations of the observer workbooks (even with additional pads of GEN-2) meant it was difficult for the observer to record multiple landings of SSI on GEN-2 form. To overcome this WCPFC circulated a</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	<p>table to capture sharks on the PS-3 form.</p> <p>Please note discussions on this area are on-going, linked with other forms, and a more comprehensive summary of the discussion will be presented at DCC.</p>				
<p>Data Fields : <b>Interaction Codes</b></p> <p>Form Type and Section: PS-3, discussion (?)</p>					
<p>Mini Observer DCC, Nov 2016.</p>	<p>New codes to summarise interaction and landing events were compiled and submitted for consideration by the WCPFC. These codes can be used on the purse catch details form (PS-3) and the species of special interest form (Gen2). The codes represent common interaction situations, as captured from previous observers descriptions. Coding known and typical interaction scenarios allows observers, data entry staff and data analysis persons to process this information promptly. The interaction codes could be termed 'interaction and landing codes', but on a practical level the shorten term – interaction codes has been used. The proposed codes are listed below with typical form use</p> <p>LOD Landed On Deck by Brailing, Scooping or lifting from Water PS-3 Gen 2</p> <p>LPD Landed On Deck but went through Power Block PS-3 Gen2</p> <p>IBR Interaction - Bow riding (Gen-2)</p> <p>IWR Interaction - Wake riding</p>				

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Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
	<p>(Gen-2)            ION Interaction - Outside of net during set (Gen-2)            ICF Interaction - Crew feeding SSIs (Gen-2)            INE Interaction - Caught Inside Net and Escaped (PS-3 Gen-2)            INA Interaction - Caught inside Net not landed but release assisted by crew (PS-3 Gen2)            IWF Interaction - With FADS (Gen-2)            IHN Interaction – Hooked, but not landed (LL – 4 Gen2)            IDW Interaction - Dead in the water. (PS-3, Gen2)            IOH Interaction - Other – specify            ICH Interaction - ???</p> <p>Please note discussions on this area are on-going, linked with other forms, and a more comprehensive summary of the discussion will be presented at DCC.</p>				
<b>Data Fields : Escaped Species</b> Form Type and Section: PS-3, Target Tuna					
	<p>The PS-3 form gives an area to record tuna that have escaped before being landed either through a break in the net or because a mitigation procedure was applied.            For non-tuna species escaped species can be recorded under the by catch area. Escaped SSIs should be recorded</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	on the GEN-2 form.				
<ul style="list-style-type: none"> <li>FORM PS-4 PURSE SEINE OBSERVER LENGTH MEASUREMENT</li> </ul>					
Data Fields : <b>Calibration of Calliper</b> Form Type and Section: PS-4, Measurement Instrument					
Mini Observer DCC, Nov 2016.	Observer will be asked to record on a set by set basis the calibration of their calliper. For instance if the calliper is reading 50.3 cm when the true length is 50 cm they record a calibration error of + 3 mm.				
Data Fields : <b>Samples</b> Form Type and Section: PS-4, Sampling Details - Brails					
Mini Observer DCC, Nov 2016.	<p>Data control technician highlighted that the number of brails that are catered for on one form (30 brails) is higher than the number of species / length data fields that can be recorded (120) on the same form {where normally 5 fishing are taken from one brail}.</p> <p>The participants reviewed the logistics of this, noting that due to the speed of brailing and the difficulty in selecting fish capturing five fish from every brail is not always possible. Selecting more than five is not encouraged. In any case observers should describe their actual sampling protocol in the comments area. That said, under the current</p>				

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	<p>format a typical grab sample taken from 30 brails cannot be record on the same form as the brail samples</p> <p>The group agreed to reduce the number of brails on each form to 24. Observers were to be reminded to complete the 'column totals' for each species on the same page as they were recorded and to place 1) the tallies, 2) the sum of all brails and 3) the totals for the 'Target Species' and the 'Other Species' on the front of the first PS-4 form for each sample type. This is equivalent to the same the instructions given to port sampler where a sum of the page totals is reported on the first or <i>top</i> port sampling form.</p>				
<ul style="list-style-type: none"> <li>FORM PS-5 PURSE SEINE OBSERVER WELL TRANSFERS RECONCILIATION FORM</li> </ul>					
Data Fields : <b>Process query only</b> Form Type and Section: PS-5, All					
Mini Observer DCC, Nov 2016.	<p>There were general queries on how the PS-5 should be recorded. The group confirmed that each transfer required one line of data. For instance, if tuna were transferred from one set to three different wells, then three lines of data are required. This is shown in the instructions.</p>				
Data Fields : <b>Start of Set Date and Time</b> Form Type and Section: PS-5, All					
Mini Observer	A request was made to update the				

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DCC, Nov 2016.	instructions to state that the start of set time and date should be recorded for any well transfers originating from sets.				
Data Fields : <b>Metric Tonnes Moved</b> Form Type and Section: PS-5, All					
Mini Observer DCC, Nov 2016.	The database does not currently allow the entry of decimal tonnes. (?) This lead into a discussion as to whether metric tonnes should be rounded off, and if so in what manner. Records of decimal tonnes of catch normally arise from observer using their calculated tonnage of catch from their PS-3 form.				



LONGLINE

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
<ul style="list-style-type: none"> <li>FORM LL-1 LONGLINE OBSERVER GENERAL INFORMATION (Page 1)</li> </ul>					
Data Fields : <b>No. (Number)</b> Form Type and Section: LL-1, Vessel					
Mini Observer DCC, Nov 2016.	The number data field records the number of the Captain/Fishing Master nationality document. However this is not required by the WCPFC and can be difficult to get. The group suggested removing this data field				
Data Fields : <b>Length</b> Form Type and Section: LL-1, Vessel					
Mini Observer DCC, Nov 2016.	The required length for the vessel is the 'length overall', which is the maximum length of a vessel's hull when measured parallel to the waterline. A request to better define this on the front of the form and as part of the data field was accepted, while noting that the requirement to report 'length overall' is already documented on the back of the form. The data field will change to 'Length- LOA'. An explanation in the instructions that M refers to meters and F refers to feet and not fathoms was noted to be helpful.				

Proposed form modification details		DCC10 agreed updates			
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Data Fields : <b>AIS</b> Form Type and Section: LL-1, Electronics					
Mini Observer DCC, Nov 2016.	(General change – also PS-1, PL-1)  Participants simply suggested that the AIS field should be moved closer to the VMS data fields. The meeting encouraged a review of the compiled data to see if the data collected to date has been useful . The use of AIS in identifying nearby vessels was discussed during the review of the GEN-1 form.				
Data Fields : <b>Usage Codes</b> Form Type and Section: LL-1, Electronics					
Mini Observer DCC, Nov 2016.	(General change – also PS-1, PL-1)  Observers have questioned which ‘usage code’ was the most appropriate in relation to the usage of ‘buoys’ (GPS and echo sounding buoys) during the FAD closure period. They suggested that none of the current codes are appropriate to indicate that the buoys are not used during the FAD closure period, but that they are used at most other times.  The usage code – NUF (not used in FAD closure period) was proposed. However the group preferred to add a catch all code to capture all other scenarios. The decision was made to add a new code ‘OTH – other please				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
	specific' .				
Data Fields : <b>Communication and Information Services</b> Form Type and Section: LL-1, Electronics					
Mini Observer DCC, Nov 2016.	(General change – also PS-1, PL-1)  A number of mostly minor edits were requested for the communication and information services area. Us Territories would appreciate that clarifying that a mobile phone is also a cell phone. To avoid database changes, this could go into the instructions. The blank data field on the same line as weather fax line confuses observers and should be removed. The data field for Information Services ‘Other Y or N’ is superfluous and can be removed. The extra space can be used to note “website” and “www” to encourage observers to write in the website address in this area.				
Data Fields : <b>Life raft – number and inspection dates</b> Form Type and Section: LL-1, Electronics					
Mini Observer DCC, Nov 2016.	Two edits for the life-raft data fields were highlighted. The ‘no’ data field should be amended to no. to denote number, or the full word ‘number’ inserted. The data format for the life raft year /				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	month is incorrect and should be yy/mm.				
Data Fields : <b>EPIRBs</b> Form Type and Section: LL-1, Electronics					
Mini Observer DCC, Nov 2016.	(General change – also PS-1, PL-1)  Clarify in the instructions that observers are normally only required to record EPIRBs <u>that they have normal access to</u> . There is no requirement for observers to record EPRIBs that may be present in sealed life-rafts for instance.				
Data Field : <b>Radio Beacon Direction Finder</b> Form Type and Section: LL-1, Electronics					
Mini Observer DCC, Nov 2016.	In light of the discussion on radio buoys under the PS form, a request was made to change the word ‘beacon’ to buoy. In a post meeting review it was found that the normal terminology for this piece of equipment, most especially in the fishing community is “radio beacon direction finder”. In order to facilitate good communication between observers and fishers the terminology was not changed. However, generally DCC recognises the term ‘buoy’ as referring to all radio buoys, beacons, gps buoys and sonar buoys.				
Data Field : <b>Hook type, hook size</b> Form Type and Section: LL-1, Fishing Gear					

Proposed form modification details		DCC10 agreed updates			
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Mini Observer DCC, Nov 2016.	<p>In line with the minimum data standards updated at the WCPFC12 meeting requested that the type of hook(s) be recorded on a set level, rather than the current situation where the type of hooks used by the vessel were recorded at the trip level.</p> <p>There was a lot of resistance to this particular change to the minimum data standards. Most participants suggested that vessels monitored by their national programme rarely change the type or size of hooks they use <i>between sets</i> as there is a lot of labour required to remove each hook and replace them manually. Any such global changes to the fishing gear would take considerable time. While the group agreed to <i>move the type of hooks used from the LL-1 form to the LL 2/3 form</i>, in line with the new WCPFC min. standards these data fields could be captured at the set level <u>they were hesitant to do so and suggested this change should be highlighted and discussed with WCPFC as an impractical change and not reflective of current fishing practices</u></p> <p><i>WCPFC replied that this was strongly lobbied for and they have been informed that in certain fisheries hooks are changed between sets.</i></p> <p>Alternatively a check box to capture any hook changes at the set level could be added to the LL 2/3 form and a description of the changes added to the</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	<p>unusual set details data field.</p> <p>The meeting called on the WCPFC to review these minimum data standards, and to document which longline fisheries may deliberately change hook types between sets.</p>				
<p>Data Field : <b>Refrigeration Methods</b></p> <p>Form Type and Section: LL-1, Fishing Gear</p>					
<p>Mini Observer DCC, Nov 2016.</p>	<p><b>Refrigeration Method</b></p> <p>In 2014 new refrigeration methods were added to the LL-1 form. The main feedback on this change was that observers require further descriptions to properly identify the different refrigeration methods.</p> <p>The use of brine refrigeration was queried, as it understood that brine ‘damages’ fish, or at the very least it reduces the sale price. However, it is accepted that while the method was uncommon and mostly used by longliners selling product to canneries</p> <p>Most particularly, the use of ‘brine spray’ refrigeration was, once again, called into question. The method is known to have been used widely in the southern ocean albacore fishery in earlier days. While it is doubtful that many PIFRO observers will come across brine spray refrigeration the participants agreed to keep the method listed for the moment.</p> <p>In response to observers’ request for a more detailed description of the</p>				

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	refrigeration methods it was noted that form instruction have limited space, so dedicated training material can be placed in the front of the workbook in the first instance.				
Data Field : <b>Waste Disposal System.</b> Form Type and Section: LL-1, (Section?)					
Mini Observer DCC, Nov 2016.	<p>The waste disposal field provides an area for the observer to describe the vessel's procedures for disposing waste. An important element of this is explaining the procedures for offal (fish) waste, or more importantly the <i>strategic disposal of offal waste</i> which is a WCPFC minimum standard. The group suggested changing the wording so this data field is aligned with the Commission's standard.</p> <p>Furthermore, during discussions the group highlighted that observers regularly request more guidance to describe waste disposal systems; most especially in regards to strategic offal disposal. The vessel activity, the point of discharge and the depth of the discharge all have impact on the effectiveness of strategic fish offal disposal and should be recorded by observers. The form instructions have limited space, so dedicated training material can (at least initially) be placed to the front of the workbook. The disposal of offal waste is recorded on a set by set basis on the LL 2/3 form.</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
<ul style="list-style-type: none"> <li>FORM LL-1 LONGLINE OBSERVER GENERAL INFORMATION (Page 2)</li> </ul>					
Data Field : <b>Observations</b> Form Type and Section: LL-1, (Section?)					
Mini Observer DCC, Nov 2016.	<i>Observations / Comments / Other Gear / Unusual Use of Gear</i>  There were no requests to change this data field. However there were some queries around how well observers were responding to the data field, and how effective it is. SPC's Observer Database Manager confirmed that all comments were being added to the database and a review of the usefulness of this open comment data field would be helpful.				
<ul style="list-style-type: none"> <li>FORM LL-2/3 LONGLINE OBSERVER SET AND HAUL INFORMATION</li> </ul>					
Data Field : <b>Line Setting Speed</b> Form Type and Section: LL-2/3, Longline Set Specifications					
Mini Observer DCC, Nov 2016.	Line setting machines are capable of adjusting the speed at which the mainline leaves the vessel and thus regulating fishing depths. Line setting speeds should only be recorded when a line setting machine is on-board. Observers record the line setting speed by reading the appropriate line speed console and choosing the appropriate unit of speed. A request was made to remove knots as it is always possible to				



Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
	get the speed in meters per second by dividing knots by two. The instructions can be changed to explain this. <i>(Note the presence of a line shooter is recorded on LL-1.)</i>				
Data Field : <b>TDRS</b> Form Type and Section: LL-2/3, Longline Set Specifications					
Mini Observer DCC, Nov 2016.	<i>WCPFC12</i> The 12 <sup>th</sup> WCPFC meeting updated the minimum data standards to ask observers to record the total number of TDRs used and if placed, their position on the mainline. The group suggested moving the recording of the TDRs in line with the records for bait species where hook number within a basket is recorded.				
Data Field : <b>Target Species</b> Form Type and Section: LL-2/3, Longline Set Specifications					
Mini Observer DCC, Nov 2016.	An option to record sharks as a target species is mostly redundant at this stage, since the CMM 2011-04 and 2013-08. No SPC/FFA member country is currently licensing shark targeting vessels. The group suggested changing the option to 'other' with the type of target fishery to be documented in the trip report.				
Data Field : <b>Light Sticks</b> Form Type and Section: LL-2/3, Longline Set Specifications					

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
Mini Observer DCC, Nov 2016.	<p><i>WCPFC12</i></p> <p>At WCPFC12 the minimum data standards increased the recording precision required from observers for light sticks. They asked that where possible observers record the total number of light sticks that are used at the set level and their location within the basket, normally indicated by hook or branchline attachment order. The DCC suggests this can be achieved by lining the light stick data fields up with the bait species data fields where hook number within a basket is recorded.</p>				
<p>Data Field : <b>Tori Pole</b></p> <p>Form Type and Section: LL-2/3, Mitigation</p>					
Mini Observer DCC, Nov 2016.	<p>Highly colourful streamers are deployed to scare seabirds away from the longline gear during setting. Generally attached by a mainline to a long pole, recent changes to the WCPFC min standards require observers to note if there is a <u>single or double line</u> from the tori pole at the set level.</p> <p>The group suggested that this was best fulfilled by recording the number of tori lines that were deployed on a set basis, rather than just indicating Y or N.</p>				
<p>Data Field : <b>Strategic Offal Waste</b></p> <p>Form Type and Section: LL-2/3, Mitigation</p>					
Mini Observer	<p><i>WCPFC12</i></p> <p>Offal discharge at the set level is</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
DCC, Nov 2016.	recorded on the LL-2/3 form. In line with the WCPFC min. standards the group agreed to change the wording to “strategic offal waste”. Strategic offal waste can involve a number of procedures to reduce the attraction of birds to the vessel and reduce diving behaviour which increases their chances of interacting with the gear. The point or location on the vessel from which fish official is disposed from, the time it was disposed and the constitution of the offal (large heads may float) are all things that need to be considered for strategic offal waste. Supplementary instructions and training are required to compliment this field’s diversity				
Data Field : <b>Hooks (type and size)</b> Form Type and Section: LL-2/3, (Bait Used ?)					
Mini Observer DCC, Nov 2016.	Please see comments on hooks under form LL-1. WCPFC12 changed the requirements for hook type records, from a once off trip level record to a recurring record to be taken during every set. The meeting participants suggested that changes to the hook configuration was unlikely to be carried out on any regular basis by vessels, as it can be quite labour intensive as each hook had to be removed and replaced by hand, they agreed to move the hook data fields to the LL 2/3 form.				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
	<p>Observer will be able to monitor set level hook changes during the hauling period, so while it does add extra work to them, it was not thought to be too burdensome. However, recording hook type at the set level will also require database changes.</p> <p>Alternatively a check box to capture any hook changes at the set level could be added to the LL 2/3 form and a description of the changes added to the unusual set details data field.</p> <p>The meeting call on the WCPFC to review this minimum data standards, and to document which longline fisheries may deliberately change hook types between sets.</p> <p>The observations and concerns of operational staff should be noted by WCPFC.</p>				
<ul style="list-style-type: none"> <li>FORM LL-4 LONGLINE OBSERVER CATCH DETAILS</li> </ul>					
<p>Data Field : <b>Weight Code</b> Form Type and Section: LL-4, Catch Details</p>					
Mini Observer DCC, Nov 2016.	<p>A clarification was requested with regards to the code required for no weight measurements. Observers are comfortable recording NM-not measured when no length measurement is made. However, there were unsure if the same code was relevant when no weight measurement was made. The instructions are possibly confusing as</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	<p>the code NM- not measured was only listed under the length codes. The group agreed that NM – not measured was the correct code when no weights are collected and that it should be listed with the weight codes. {The earlier 2007 LL Observer Guide continues to show a previously agreed method.} The group suggested that observers move to the port sampling procedures for recording weight to one decimal place.</p> <p><i>(Minor form edit – the word ‘Code’ has dropped off the form – replace it).</i></p>				
<p>Data Fields : <b>Calibration of Calliper</b> Form Type and Section: LL-4, New</p>					
Mini Observer DCC, Nov 2016.	<p>Observers will be asked to record on a set by set basis the calibration of their calliper. For instance if the calliper is reading 50.3 cm when the true length is 50 cm they record a calibration error of + 3 mm.</p>				
<p>Data Field : <b>Fate Code</b> Form Type and Section: LL-4, Catch Details</p>					
<p>Data Field : <b>Fate Code</b> Form Type and Section: LL-4, Catch Details</p>					
Mini Observer DCC, Nov 2016.	<p>A request was made for a new discarded fate code to capture situations where species of special interest (mostly turtles) are landed hooked, but subsequently have the</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	<p>implanted hook removed in a process known as de-hooking ( normally done with a recognised de-hooking device) . It was also noted that the process could be captured as one of the new interaction codes for SSI. One of the constraints of recording this process as a fate code was that the animal (generally a turtle) may stay on board for a length of time before it is released, the observer would need to go back to data sheets at a later time.</p> <p>The group suggested capturing this under interaction codes, if implemented.</p> <p>The conversation also raises the question as to whether observers are responsible for handling species of special interest. Many, but not all observers have been trained to de-hook turtles, but they are not supplied with de-hooking devices. Increasingly handling procedures for SSI are being introduced including birds and whale sharks. Observers should be given explicit direction on their obligations around this area.</p> <p><b>ROCW - Should observers handle SSIs</b></p>				
<p>Data Field : <b>Fate Code</b></p> <p>Form Type and Section: LL-4, Catch Details</p>					
Mini Observer DCC, Nov 2016.	Continuing the conversation around recording SSI interactions with longline vessels - the codes DSO and DCF were reviewed. These codes were revised in 2009 to better capture change in <i>vessel behaviour</i> due to the presence of observers. At the time it was suggested that vessels were				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	deliberately cutting the branchline before the hooked species was pulled close to the vessel, apparently so observers could not see the species. It was important to capture this behaviour in the days before the shark CMMs which banned shark landings. Since, landings are now banned it was suggested and accepted, that amending the codes to better reflect the fact that it is common for a number of species to be struck off close to the boat. Additionally, it was thought that the word 'far' was no longer appropriate within the DCF code definition.				

TROLL

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
<ul style="list-style-type: none"> <li>TR-1 Troll General Information</li> </ul>					

<p>Post mini-observer DCC</p>	<p>The Troll observer data from are rarely if ever referred to. The last changes were made in 2009. The main question is if DCC should continue to maintain these forms, in case a national programme deploys an observer on a troll vessel.</p>				
	<p>If DCC continues to maintain these forms the changes required on the TR-1 are aligned with the changes made to the PS-1, LL-1, PL-1 forms</p> <p>ID Document LOA Usage codes Communication and Information Services EPIRBS Waste Disposal</p>				
<ul style="list-style-type: none"> <li>• TR-2 Troll Daily Log</li> </ul>					
<p>Post mini-observer DCC</p>	<p>No changes requested</p>				
<ul style="list-style-type: none"> <li>• TR-3 Troll Catch Details</li> </ul>					
<p>Post mini-observer DCC</p>	<p>No changes requested</p>				



Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
<ul style="list-style-type: none"> <li>FORM GEN-1 VESSEL AND AIRCRAFT SIGHTINGS / FISH, BUNKERING and OTHER TRANSFERS LOG</li> </ul>					
Data Field : Form Type and Section: LL-1, Vessel or Aircraft Sightings					
Mini Observer DCC, Nov 2016.	<p><b><i>Vessel or Aircraft sightings</i></b>            AIS consoles provide information on vessels that are in the surrounding area. Some observers obtain their vessel sighting records from the AIS and not from personal observations. Observers should be informed to follow the observer protocol and to only record vessels that they have personally seen. They can subsequently verify the vessel details from the AIS console.</p> <p>Recent trials on the effectiveness of the AIS, carried out by FFA showed that one in three AIS readings is correct (verify?) so a certain amount of caution should be used when reading the AIS consoles.. In recent debriefings GEN-1 forms from different observers (who were in the same vicinity) showed that that one observers was not completing his duties.</p> <p><b>ROCW</b></p>				
Data Field : <b>Species_Blank</b> Form Type and Section: LL-1, Fish Transferred					
Mini Observer DCC, Nov 2016.	During the review the meeting reviewed the effectiveness of the previously change – removing the word ‘mixed’ from the species area. This				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	allows observers to record their species of choice. This is most helpful for authorised longline transfers that happen within the EEZ boundaries. However, it was thought useful to add more to the instructions to indicate that recording 'mixed' species is an option, most especially for purse-seine transfers.				
<ul style="list-style-type: none"> <li>FORM GEN-1 VESSEL AND AIRCRAFT SIGHTINGS / FISH, BUNKERING and OTHER TRANSFERS LOG – <u>Supplementary form</u>.</li> </ul>					
Mini Observer DCC, Nov 2016.	No change During discussion, this form was noted to have been designed to capture multiple fish transfers which is a feature of the PNG mothership fleet.				
<ul style="list-style-type: none"> <li>FORM GEN-2 SPECIES OF SPECIAL INTEREST</li> </ul>					
	The nomination of two sharks species (FAL and OCS) as species of special interest by DCC in 2014 (which are generally landed in multiples) has tested the limits of the reporting format. a) Most especially increasing the number of times multiple GEN-2 forms are required for a single set, along with requiring length frequency recording over three forms GEN-2, GEN-2 supplementary and PS-4. Of note is that marine mammals can in some instances be landed in multiples and the GEN-2 supplementary forms.				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	<p>b) Also, the changes to the date and time recording (most especially in relation to the new time of 'first observer sighting') was not fully understood by all observers, and this has on occasion resulted in the loss of the link between the set details and the species of special interest details in the database.</p> <p>c) Finally, the number of GEN-2 forms in the workbook (5) would have also been limiting and resulted in less records, although extra pads of GEN-2 forms were circulated to observer programmes.</p> <p>There were three responses to this 1) during the meeting, 2) in the write up of the mini-DCC meeting notes 3) internal SPC meeting. An additional paper will be provided to the DCC meeting. The outcomes of which may affect PS-3, PS-4, GEN-2, GEN-2 supplementary and LL-4 forms.</p>				
<ul style="list-style-type: none"> <li>FORM GEN-2 SPECIES OF SPECIAL INTEREST- Multi-Landings</li> </ul>					
Mini Observer DCC, Nov 2016.	No changes requested. Retire this form? <i>Post meeting</i> , this form contains many of the elements required by the shark form.				
<ul style="list-style-type: none"> <li>FORM GEN-3 VESSEL TRIP REPORT</li> </ul>					
Data Field : <b>Form Title</b>					

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
Form Type and Section: GEN-3, Form Title					
Mini Observer DCC, Nov 2016.	The group discussed the title of the form. The group agreed that the title of the form should be ‘Vessel Trip Monitoring Summary’ in line with the WCPFC data standards.				
Data Field : <b>{Observer Start Date of Trip}, Observer End Date of Trip }, {Status of Observer Debriefing : Debriefed, Not Debriefed, Pre-debriefed}{Port Departure}{Port of Return}</b>					
Form Type and Section: GEN-3 Header Details					
Mini Observer DCC, Nov 2016.	<p>In line with the changes to the WCPFC Minimum Data Standards the group agreed to add new data fields to the header area of the form. These new data fields will allow the trip details to be identified when the GEN-3 form is circulated independently of the workbook</p> <ul style="list-style-type: none"> <li>• Observer Start Date of Trip</li> <li>• Observer End Date of Trip</li> <li>• Status of Observer Debriefing : Tick boxes to select Debriefed, Not Debriefed, Pre-Debriefed</li> <li>• Additionally the SPC data entry team asked to add the port of departure and return date and time so that they can easily identify the trip.</li> </ul>				
Data Field: Form Type and Section: GEN-3, Infractions					

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
Mini Observer DCC, Nov 2016.	<p>In general discussion the group suggested no major changes to the list of infringements. That said the choice of language was thought to be difficult for observers to interpret in some areas, most especially in the logsheet recording area.</p> <p>The group agreed to review the language on the form and where the WCPFC language was deemed to be difficult clear concise language would be used to explain this in the instructions. The group also agreed to separate out lesser or more administrative infringements and to ask the Commission to approve this re-wording as the new minimum standard.</p> <p>DCC should prepare the a list of the suggested changes and submit to WCPFC.</p> <p><i>Observer rights / social behaviour</i>  <b>RS-a</b> - With WCPFC approval - pull out the minor stuff. Review the issue with regard to observers <i>obligation</i> to work or do chores around the vessel. (link this wording to the same issue on the placement form).  <b>RS-d</b> With WCPFC approval re-word the sentence as it was deemed to be too long.  <b>RS-e</b> - with WCPFC approval add a new line to capture minor, but common incidents.</p>				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	<p><i>Logsheet recording</i> - with WCPFC approval improve the language in this area.</p> <p><b>LC-a</b> <b>LC-b</b> With WCPFC approval, change the language for this two lines.</p> <p><i>WWCPFC CMMs</i> <b>WC-a</b> Insert the word 'relevant' before CMM to clarify that observers only have to take into consideration CMMs that are related to their work area.</p>				
<ul style="list-style-type: none"> <li>FORM GEN-4 CONVERSION FACTORS</li> </ul>					
<p>Data Field : Form Title <b>All</b> Form Type and Section: GEN-4, Details of Weight and Measurements Collected</p>					
Mini Observer DCC, Nov 2016.	<p>There were no comments on this form except to highlight that for the moment at least, it is very rarely used. Most participants thought the form could be retired.</p> <p><i>Post meeting</i> – there is a very real need for this data to be collected, especially for CDS etc. Available conversion factor data is mostly old at this stage. National programme need to put priority on collecting this data. Data Management tools could help countries see what values remain to be collected.</p> <p><b>Send to ROCW</b></p>				
<ul style="list-style-type: none"> <li>FORM GEN-5 FAD / PAYAO and FLOATING OBJECTS INFORMATION RECORD</li> </ul>					

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
Data Field : <b>Discussion</b> Form Type and Section: GEN-5					
Mini Observer DCC, Nov 2016.	<p><i>Post meeting discussions</i> Is a whale shark a FAD?</p> <p>Yes, by definition a whale share is a FAD if the vessel deliberately set on it. However, since they are not permitted to set on whale sharks if one is caught in the net and wasn't seen on the surface or was a really small whale shark it shouldn't be considered a FAD.</p> <p>The value of filling in a GEN-5 form for any whale sharks needs further discussion.</p>				
Data Field : <b>{Origin of FAD codes}, {Floating Object codes}, {FAD Materials codes},</b> Form Type and Section: GEN-5					
Mini Observer DCC, Nov 2016.	The main suggestion from national programmes was to re-insert the FAD codes back onto the form. ( <i>Post meeting</i> - explore the idea of placing the code pages as the last few pages in the workbook)				
Data Field : <b>{Object Number}</b> Form Type and Section: GEN-5 FAD Details (?)					
Mini Observer DCC, Nov 2016.	Replying to an observer query the group stated that for FAD recordings not related to sets the set number should be dashed.				
Data Field : Form Title <b>{Diagrams}</b> Form Type and Section: GEN-5, Diagram					

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
Mini Observer DCC, Nov 2016.	<p>Observers are required to make drawings of the FADS they have seen. This is one of the best ways of documenting the different types of FADs that are being used. Drawings can be replaced by photographs, and observers are strongly encouraged to take photographs.</p> <p>The submission of photographs requires proper photo registration procedures which should include instructions to trapping object numbers. (Data management).</p>				
<ul style="list-style-type: none"> <li>FORM GEN-6 POLLUTION REPORT</li> </ul>					
Mini Observer DCC, Nov 2016.	No review as SPREP were invited to the DCC meeting, but they declined.				



POLE AND LINE

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
<ul style="list-style-type: none"> <li>FORM PL-1 POLE AND LINE GENERAL INFORMATION</li> </ul>					
Data Fields : <b>AIS</b> Form Type and Section: PL-1, Electronics					
Mini Observer DCC, Nov 2016.	(General change – also PS-1, LL-1)  Participants simply suggested that the AIS field should be moved closer to the VMS data fields. The meeting encouraged a review of the data compiled to data to see if it has been useful. The use of AIS in identifying nearby vessels was discussed during the review of the GEN-1 form.				
Data Fields : <b>Usage Codes</b> Form Type and Section: PL-1, Electronics					
Mini Observer DCC, Nov 2016.	(General change – also PS-1, LL-1)  Observers have been questioning the selection of the appropriate ‘usage code’ in relation to the usage of ‘buoys’ (GPS and echo sounding buoys) during the FAD closure period. They suggested that none of the current codes are appropriate to indicate that the buoys are not used during the FAD closure period, but that they are used at most other times. The usage code – NUF (not used in FAD closure period) was suggested. However at the end of the discussion the group thought that				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	adding a catch all code to capture all other scenarios was the best solution. The decision was made to add a new code 'OTH – other please specific' .				
Data Fields : <b>Communication and Information Services</b> Form Type and Section: PL-1, Electronics					
Mini Observer DCC, Nov 2016.	(General change – also PS-1, LL-1)  A number of mostly minor edits were requested within the communication and information services area. Clarify that a mobile phone is also a cell phone would be appreciated in US territories and in regards to US fleets. To avoid database changes, this can go into the instructions. The blank data field on the same line as weather fax line confuses observers and should be removed. The data field for Information Services 'Other Y or N' is not superfluous and can be removed. The extra space can be used to note "website" and "www" to encourage observers to write in the website address in this area.				
Data Fields : <b>EPIRBs</b> Form Type and Section: LL-1, Safety Equipment					
Mini Observer DCC, Nov 2016.	(General change – also PS-1, LL-1)  Clarify in the instructions that				

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	observers are only required to record EPIRBs that they have easy access to. There is no requirement for observers to record EPRIBs that may be present in sealed life-rafts for instance.				
<ul style="list-style-type: none"> <li>FORM PL-2 POLE AND LINE DAILY LOG</li> </ul>					
Data Fields : <b>Species Codes</b> Form Type and Section: PL-2, Bait					
	<b><i>Bait Species Identification Guide</i></b> The Solomon representative asked for a species identification guide for the pole-and-line bait fishery. A relevant publication has recently been put together by Tony Lewis and FFA and published by SPC Fishery Information office. Some disappointment was expressed by the fact that the guide has not used the FAO species codes. It was noted that the FAO 3 letter species ID codes do not cover all species (mostly commercial species) and it was likely that the FAO codes do not exist for these species. <i>SPC to create species codes where no FAO codes exist.</i>				
<ul style="list-style-type: none"> <li>FORM PL-3 POLE AND LINE CATCH DETAILS</li> </ul>					
Data Fields : <b>Calibration of Calliper</b> Form Type and Section: PL-3					
Mini Observer					

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
DCC, Nov 2016.	Observers will be asked to record on a set by set basis the calibration of their calliper. For instance if the calliper is reading 50.3 cm when the true length is 50 cm they record a calibration error of + 3 mm.				
	No Changes requested.				

Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
<ul style="list-style-type: none"> <li>SUP-1 PLACEMENT FORM</li> </ul>					
Data Field : Form Title <b>Header Details</b> Form Type and Section: SUP-1					
Mini Observer DCC, Nov 2016.	<p>The placement form was officially recognised as an observer form in 2014. Technically it is not an observer form as it is not filled in by the observer, but it does fill a critical role in capturing information on the observer trip. Both sub-regional programmes (USMLT and MRAG) meeting confirmed that in the absence of a placement officer observers can carry out their own placement meeting. Generally this tends to happen when observer board in non- SPC/FFA member country fishing ports. It is also possible for the fishing company to arrange for the Captain to sign the form and send the scanned form back to the placement authority. This would save fishing companies a travel invoice to send a placement officer.</p> <p>In terms of minimum standards the WCPFC does not have specific data fields for placement, but national programmes are required to state their procedures for placing observers. The placement form can be used for any boarding on a fishing or transshipment vessel. Generally there is no placement meeting if trips are carried out on the same vessel, or when observer move to the IATTC area (cross-endorsement trips).</p> <p>Send to ROCW – placement is related to safety. Are all observer</p>				

Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
	programmes carrying out placements. What are the procedures etc Data Management – follow up entry of this form.				
Data Field : Form Title <b>Header Details</b> Form Type and Section: SUP-1					
Mini Observer DCC, Nov 2016.	<i>Calliper serial number</i>  MRAG requested that the calliper code is placed on the placement form. This will help to maintain the registry of callipers.				
Data Field : Title <b>Header Details</b> Form Type and Section: SUP-1					
Mini Observer DCC, Nov 2016.	From the 1 <sup>st</sup> January 2017 all observers will be required to carry an ‘approved independent two way communication satellite device; and a waterproof personal lifesaving beacon’. MRAG has requested that the make and model of any such personal safety devices be captured on the placement form. They have also requested capturing that these device(s) are tested and known to be working during placement. ” There was a suggestion to put this under all three sections of the “ XX to initial when they have” to ensure that the placement officer, observer and captain are aware of the observers personal safety device.				
Data Field : Form Title <b>Observer Placement Checklist</b> Form Type and Section: SUP-1					

Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
Mini Observer DCC, Nov 2016.	<p><b>6</b> Link line six with line 15 and ensure that it is clear that the text for “Obligations of the Vessel Operators to Observer” is as described within the WPCFC CMM 2007-01.</p> <p><b>8</b> Revise the wording to show that there is no <i>obligation</i> for observers to work with the crew.</p> <p><b>14</b> Review the inclusion of the need to inform the Captain of any special medical issues as the Captain may refuse to allow the observer to boards etc etc</p> <p><b>15</b> Clarify and emphasise that the Obligations to the Vessel Operators to Observers are listed / pertain to the CMM 2007-01</p> <p><b>Observer Duties and Obligations</b></p> <p><b>New</b> Add a line to show that in line with their “Code of Conduct” observers should not drink alcohol at any point during the trip. A particular issue was observers buying alcohol from bunkering vessels, getting around the fact that their code of conducts ofen refer to their own fishing vessel. (Was this fully agreed?)</p> <p><b>New</b> (2) Add a line to show that observers must sign for and report all gifts received from the vessel.</p> <p><b>Trip Report</b> Add an area to the trip report where the observer can report any gifts they have received.</p> <p>(Centring the first paragraph on page 2)</p> <p><b>Obligations of the Vessel Operators to the Observer</b></p>				

Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standar ds Table field	WCPFC field recommenda tion
	<p><b>10</b> Re-word this sentence. Remove the first word 'provide' and replace it with 'allow'.</p> <p><b>12</b> Re-word this sentence. Remove the first work 'provide' and replace it with 'instruct'</p> <p><b>16</b> This is a repeat of line nine, therefor remove this line.</p> <p>Should not be given other duties that interfere with his main tasks. Cross check with GEN-3</p> <p><b>17</b> Explain vessel safety procedure including mustering station.</p> <p><b>20</b> Add the word 'appropriate' space. "Provide <i>appropriate</i> space for the storage of..." Storage space on vessels is limited and it is possible that some observers may claim that the typical vessel spaces are not sufficient. . Note that the placement officer should make sure this happens, physically.</p>				
<p>Data Field : <b>WCPFC VESSEL SAFETY CHECK</b> Form Type and Section: SUP-1</p>					
<p>Mini Observer DCC, Nov 2016.</p>	<p><b>WCPFC VESSEL SAFETY CHECK</b></p> <p>The placement form is the first point of interaction between the observer and the Captain. Both observers and Captain can refuse the placement. Documenting the reason for any refusal to board is an important aspect of the placement form. It is also one of the few places where observers can strongly voice</p>				



Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	<p>their concerns around unsafe and unhygienic vessels.</p> <p>In regards to unsafe vessels, the WCPFC's VSC) captures some of the issues, but the meeting clarified that is not an obligatory list. WCPFC stated that the VSC was agreed as a guideline to allow countries to design their own list. Many programmes have just adopted this list as it is, but others have amended it.</p> <p>The group agreed to amend the WCPFC VSC and to change the title as specific change to the WCPFC list were proposed.</p>				
<p>Data Field : <b>Not Available (?)</b>  Form Type and Section: SUP-1, <b>WCPFC VESSEL SAFETY CHECK</b></p>					
<p>Mini Observer DCC, Nov 2016.</p>	<p><i>NA – not available</i></p> <p>The VSC is too valuable to allow placement officers the option of recording 'not available' on any item. The group agreed to remove all 'N/As'. For instance it would be unsettling if the placement officer circled N/A for insurance (if for instance weren't able to retrieve or read the vessel insurance papers on the day of the boarding). Certain items should be properly cleared before observer placement even happens. They should be dealt with at the national programme level. This includes insurance and vessel surveys. These can be removed from the list.</p> <p>The VSC could capture any material safety list held by the vessel for dangerous chemicals etc (follow up on</p>				

Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommendation
	the general use/presence of such a list on fishing vessels).				
Data Field : <b><i>Presence during placement</i></b> Form Type and Section: SUP-1, Presence During Placement					
Mini Observer DCC, Nov 2016.	<b><i>Presence during placement</i></b> It is important to capture if the observer was present when the placement officer carried out the VSC. The current wording which asks two questions and allows only one response is ambiguous. The form should be updated to properly capture that the observer was present at the VSC. It is equally important to trap whether all other officers were actually present during the VSC or they just sent their signature by fax etc.				
Data Field : <b><i>Agreement to Board</i></b> Form Type and Section: SUP-1, Presence During Placement					
Mini Observer DCC, Nov 2016.	<b><i>Agreement to Board</i></b> Equally, it is important to properly capture if the observer agreed to board after being present at the VSC. Any refusal to board should be captured. Discussions captured incidents of observers refusing to board (when the life raft was out of date) and subsequently been stood down by their national programme for six months. Such issues should be reviewed by the ROCW. <span style="background-color: #90EE90;">Send to ROCW.</span>				

Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code )	ER standards Table field	WCPFC field recommenda tion
Data Field : <b>Acknowledgement</b> Form Type and Section: SUP-1, Presence During Placement					
Mini Observer DCC, Nov 2016.	<b>Acknowledgement</b> A request was made that the area of the form where individual parties acknowledge having read the Placement form was formatted to withstand any legal review/use (Tim / <b>EFA to note.</b> )				
SUP-2 WORKBOOK REFERENCE FORM					
Mini Observer DCC, Nov 2016.	No changes requested				
SUP-3 TRIP RECONCILIATION					
Mini Observer DCC, Nov 2016.	No changes requested				
SUP-4 ADVANCES and CLAIMS FORM					
Mini Observer DCC, Nov 2016.	No changes requested				

## TRIP REPORT

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code)	ER standards Table field	WCPFC field recommendation
<ul style="list-style-type: none"> <li>Purse-Seine, Longline, Pole-and-line <b>TRIP REPORT</b></li> </ul>					
<p>The group agreed to completely review the Observer Trip Reports at a later date. The group seeks advice from DCC for dates, location and participation of this review.</p> <p>Minor – align wording on the front of all trip reports.</p>					

## OBSERVER JOURNAL

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code)	ER standards Table field	WCPFC field recommendation
<ul style="list-style-type: none"> <li>Observer Journal (all gear types)</li> </ul>					
<p><u>OBSERVER JOURNAL</u></p> <p>A standardised observer journal format is available from SPC. Using this format helps observer programmes properly scan and submit their observer daily journal. The PNG observer programme asked that the middle line – originally inserted to save paper by allowing observer to sign off in the middle of the page was causing confusion, mostly especially with the non-signature of some pages. Signing off each page of the journal is important as often it captures important information on areas of infringements, species of special interest and non-signature is an issue.</p>					

## DEBRIEFING FORM

Proposed form modification details		DCC10 agreed updates			
Person proposing change	Proposed addition/modification	Record of discussions	New Remove Edit (Form/Field/Code)	ER standards Table field	WCPFC field recommendation
<ul style="list-style-type: none"> <li>Purse-Seine, Longline, Pole-and-line <b>DEBRIEFING Evaluation and Score Sheet Forms</b></li> </ul>					

Traditionally the debriefing and its associated forms are reviewed outside the DCC process, as it can be a lengthy process and the observer forms must be well established before this work can be done.

The meeting noted that the debriefing, evaluation and score sheet forms for the 2014 purse-seine, longline and pole-and-line forms were comprehensively reviewed in August 2016 and re-posted on the SPC website. That updated frame work provided by that review will facilitate quicker review of the debriefing forms in the future.

The DATA MANAGEMENT of the Debriefing forms needs to be discussed.

Data Field : **Calibration of Callipers** – Proposed Only

Form Type and Section: PS, LL, PL Evaluation form, Before Current Data Fields

Mini Observer DCC, Nov 2016.	The debriefer should also calibrate the callipers. A new data field should be added to the evaluation form to capture this on the data form.				
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Data Field : **Health and Safety Questioning Form** – Proposed Only

Form Type and Section: New Form

<p>Mini Observer DCC, Nov 2016.</p>	<p>The meeting noted that questioning around the social aspects of the trip that are not currently part of the observer debriefing process. Noting the recent increase in observer suicides and attempted suicides an appropriate procedure should be made available to capture and prevent such incidents. Noting that health and safety concerns can often arise before, after or well outside the observer trip it was recommended that any new health and safety questioning format should sit outside the regular de briefing format and would only be processed by national or sub-regional programmes. Although training in this area should be provided to the relevant staff. The proposed new health and safety issues should be considered within the Emergency Action Plans. Family and drug use were noted to be the main source of health and safety issues for observers. Weakness in personal health and safety issues can be spotted during training and could be documented at that stage.</p> <p>Should DCC maintain this new form?</p>				