

For use with Longline Observer Forms
Revised SPC/FFA DEC 2016

Longline Debriefing Form

(final - 22 08 2017)

Giving direct feedback to observers

TRIP DETAILS – transfer directly from LL-1									
OBSERVER NAME		OBSERVER PROGRAMME		OBSERVER TRIP ID NUMBER			VESSEL NAME		
PORT OF DEPARTURE		DATE OF DEPARTURE YY MM DD		PORT OF ARRIVAL			DATE OF ARRIVAL YY MM DD		
DEBRIEFING DETAILS -									
NAME OF DEBRIEFER		START OF DEBRIEF Date & Time YY MM DD hhmm			END OF DEBRIEF Date & Time YY MM DD hh mm				
<i>if any pre-debriefing</i>									
NAME OF pre-DEBRIEFER		START OF pre-DEBRIEF Date & Time YY MM DD hhmm			END OF pre-DEBRIEF Date & Time YY MM DD hh mm				

Before debriefing starts

- The debriefer should ensure that the correct header details have been filled in on every form. If this has not been done all of the forms should be handed back to the observer and they should be asked to correct and complete the header details on all forms.
- The debriefer should ask the observer to check that the start of set date and times are consistent across all forms. An optional worksheet is provided on the nextpage to help, if this work is necessary.

DEBRIEFER: Cross-check that all forms, the trip report and the journal have been submitted and cross-check with the workbook reference page and the written report section 1.0 Background.

FORM VERSION

SUP-2 was revised 2016	Y	N	In no, year is:	
LL-1 were revised 2016	Y	N	In no, year is:	
LL-2/3 were revised 2016	Y	N	In no, year is:	
LL-4 were revised 2016	Y	N	In no, year is:	
GEN-1 were revised 2016	Y	N	In no, year is:	
GEN-2 were revised 2016	Y	N	In no, year is:	
GEN-3 were revised 2016	Y	N	In no, year is:	
GEN-4 were revised 2016	Y	N	In no, year is:	
GEN-6 were revised 2016	Y	N	In no, year is:	
SUP-3 was revised 2016	Y	N	In no, year is:	
SUP-4 was revised 2016	Y	N	In no, year is:	

ALL FORMS - HEADER DETAILS

Observer Name is completely and correctly filled	Cc	Inc	InR	Er	ErR	X
Observer trip ID No. is completely and correctly filled	Cc	Inc	InR	Er	ErR	X
Vessel Name is completely and correctly filled	Cc	Inc	InR	Er	ErR	X
Page Numbers is completely and correctly filled	Cc	Inc	InR	Er	ErR	X

SUP-2 WORKBOOK REFERENCE FORM

Observer Programme Details	Cc	Inc	InR	Er	ErR	X
Special Projects	Cc	Inc	InR	Er	ErR	X
Forms Management	Cc	Inc	InR	Er	ErR	X

FORM VERSION + HEADER DETAILS + SUP-2 FORM

Revise

Well Done!

RGKT 😊 / 😞

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 2.0.

LL-1 FORM : GENERAL INFORMATION

A complete set	Cc	Inc	InR	Er	ErR	X
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TRIP DETAILS

Observer programme	Cc	Inc	InR	Er	ErR	X
Observer name	Cc	Inc	InR	Er	ErR	X
Observer nationality	Cc	Inc	InR	Er	ErR	X
Observer Trip ID No.	Cc	Inc	InR	Er	ErR	X
Trip start and trip end date and time	Cc	Inc	InR	Er	ErR	X
Trip start and trip end locations	Cc	Inc	InR	Er	ErR	X
Vessel departure port and date	Cc	Inc	InR	Er	ErR	X
Vessel name	Cc	Inc	InR	Er	ErR	X
Vessel departure date	Cc	Inc	InR	Er	ErR	X
Vessel departure port	Cc	Inc	InR	Er	ErR	X

LL-1 FORM General information

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report section 5.1.

VESSEL

Vessel Owner	Cc	Inc	InR	Er	ErR	X
Captain and Master; Names and ID documents & No.	Cc	Inc	InR	Er	ErR	X
Fishing permits (or license numbers)	Cc	Inc	InR	Er	ErR	X
Length	Cc	Inc	InR	Er	ErR	X
Registration number, IRCS (or WIN) and Flag	Cc	Inc	InR	Er	ErR	X
UVI	Cc	Inc	InR	Er	ErR	X
Flag	Cc	Inc	InR	Er	ErR	X
IRCS	Cc	Inc	InR	Er	ErR	X
Fish hold capacity	Cc	Inc	InR	Er	ErR	X
Gross Tonnage/ Gross Registered Tonnage	Cc	Inc	InR	Er	ErR	X

Vessel Details

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 5.2.

CREW NATIONALITY

Nationality of Captin and Fishing Master	Cc	Inc	InR	Er	ErR	X
Other crew	Cc	Inc	InR	Er	ErR	X
How many	Cc	Inc	InR	Er	ErR	X

Crew Nationality

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report section 5.3.

ELECTRONICS

Y / N data fields	Cc	Inc	InR	Er	ErR	X
Advances in technology	Cc	Inc	InR	Er	ErR	X
Usage	Cc	Inc	InR	Er	ErR	X
Make and Model	Cc	Inc	InR	Er	ErR	X
How many	Cc	Inc	InR	Er	ErR	X
VMS - system	Cc	Inc	InR	Er	ErR	X
Communication services	Cc	Inc	InR	Er	ErR	X
Information services	Cc	Inc	InR	Er	ErR	X
Comments (r.h.s.)	Cc	Inc	InR	Er	ErR	X

Electronics

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 5.4

FISHING GEAR

Y / N	Cc	Inc	InR	Er	ErR	X
Usage	Cc	Inc	InR	Er	ErR	X
Advances in technology	Cc	Inc	InR	Er	ErR	X

Fishing gear - FISHING LINE MATERIAL

Mainline material	Cc	Inc	InR	Er	ErR	X
Mainline diameter	Cc	Inc	InR	Er	ErR	X
Mainline length	Cc	Inc	InR	Er	ErR	X
Branchline materials	Cc	Inc	InR	Er	ErR	X
Branchline diameter	Cc	Inc	InR	Er	ErR	X
Wire trace Y / N	Cc	Inc	InR	Er	ErR	X
Branchline Weights Y / N	Cc	Inc	InR	Er	ErR	X
Branchline weight	Cc	Inc	InR	Er	ErR	X
Distance of weight from hook						
Hook size	Cc	Inc	InR	Er	ErR	X
Hook percentage (%)	Cc	Inc	InR	Er	ErR	X
Hook - description (<i>swivels, offset, rings</i>)	Cc	Inc	InR	Er	ErR	X

Fishing Gear + fishing line material

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report sections 5.5

SAFETY EQUIPMENT

Provided for Observer:	Cc	Inc	InR	Er	ErR	X
Suitable size	Cc	Inc	InR	Er	ErR	X
Availability	Cc	Inc	InR	Er	ErR	X
No. of Life Buoys / Life Rings	Cc	Inc	InR	Er	ErR	X
EPIRBS - total	Cc	Inc	InR	Er	ErR	X
EPRIBS -no. with battery expired	Cc	Inc	InR	Er	ErR	X
Life rafts - No. of people	Cc	Inc	InR	Er	ErR	X
Life rafts - Inspection Date	Cc	Inc	InR	Er	ErR	X

Safety Equipment

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 5.6

REFRIGERATION METHOD

Y / N	Cc	Inc	InR	Er	ErR	X
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WASTE DISPOSAL SYSTEM

Description	Cc	Inc	InR	Er	ErR	X
Strategic Waste Disposal	Cc	Inc	InR	Er	ErR	X

LL-1 FORM page 2-

Observations / Comments / Other Gear	Cc	Inc	InR	Er	ErR	X
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Refrigeration, Waste and LL-2 form.

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 6.3

LL-2/3: SET AND HAUL INFORMATION

A complete set	Cc	Inc	InR	Er	ErR	X
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LOGLINE SET SPECIFICATIONS

No. of Hooks per basket	Cc	Inc	InR	Er	ErR	X
Total No. of Baskets	Cc	Inc	InR	Er	ErR	X
Total No. of Hooks	Cc	Inc	InR	Er	ErR	X
Length of Floatline	Cc	Inc	InR	Er	ErR	X
Line Setting Speed	Cc	Inc	InR	Er	ErR	X
Branchline set interval (s)	Cc	Inc	InR	Er	ErR	X
Between branchlines	Cc	Inc	InR	Er	ErR	X
Length of branchline	Cc	Inc	InR	Er	ErR	X
Vessel speed for setting	Cc	Inc	InR	Er	ErR	X
Shark lines - Number	Cc	Inc	InR	Er	ErR	X
Shark lines - Length	Cc	Inc	InR	Er	ErR	X
Were TDRs deployed?	Cc	Inc	InR	Er	ErR	X
Target species	Cc	Inc	InR	Er	ErR	X

LL- 2/3 Data + Longline Set Specification

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 6.3.

START OF SET

Ship's date and time	Cc	Inc	InR	Er	ErR	X
UTC date and time	Cc	Inc	InR	Er	ErR	X

Start of Set

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 6.6

MITIGATION

TORI Line (Total Number)	Cc	Inc	InR	Er	ErR	X
Bird Curtain	Cc	Inc	InR	Er	ErR	X
Underwater Setting Chute	Cc	Inc	InR	Er	ErR	X
Was Offal Discharged during setting or hauling	Cc	Inc	InR	Er	ErR	X
If yes, was it discharged from opposite side ?	Cc	Inc	InR	Er	ErR	X
Y / N (includes offal discharge)	Cc	Inc	InR	Er	ErR	X

Mitigation

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments the journal and the written section 6.5.

BAIT

Species	Cc	Inc	InR	Er	ErR	X
KGs	Cc	Inc	InR	Er	ErR	X
Hook Nos (including light sticks)	Cc	Inc	InR	Er	ErR	X
Bait dyed blue	Cc	Inc	InR	Er	ErR	X
Total number of light sticks	Cc	Inc	InR	Er	ErR	X

Bait

Revise

Well Done!

RGKT ☺ / ☹

COMMENTS

Ship's time	Cc	Inc	InR	Er	ErR	X
Comments	Cc	Inc	InR	Er	ErR	X

Ships' time and comments

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 6.8 and 6.9

UNUSUAL SET DETAILS

Hook changes this set ? (Y/N)	Cc	Inc	InR	Er	ErR	X
Hook Changes this set ? (Description)	Cc	Inc	InR	Er	ErR	X
Unusual set details	Cc	Inc	InR	Er	ErR	X

Unusual Set Details + Hook changes

Revise

Well Done!

RGKT ☺ / ☹

SET LOG

Start - time and position	Cc	Inc	InR	Er	ErR	X
End - time and position	Cc	Inc	InR	Er	ErR	X
Observed directly	Cc	Inc	InR	Er	ErR	X

HAUL LOG

Start - time and position	Cc	Inc	InR	Er	ErR	X
Mostly hourly	Cc	Inc	InR	Er	ErR	X
End - time and position	Cc	Inc	InR	Er	ErR	X

Set Log and Haul Log

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

TOTAL BASKETS

Total baskets observed

Cc Inc InR Er ErR X

Total Baskets

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 11.0

GEN-3

Gen-3 - Y / N	Cc	Inc	InR	Er	ErR	X
Gen-3 - reported in journal	Cc	Inc	InR	Er	ErR	X

GEN-3

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

LL-4: CATCH MONITORING

A complete set	Cc	Inc	InR	Er	ErR	X
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HEADER DETAILS

Set No.	Cc	Inc	InR	Er	ErR	X
Measuring Instrument	Cc	Inc	InR	Er	ErR	X
Calibrate '+/ - mm	Cc	Inc	InR	Er	ErR	X
Ship's Start of Set Date and Time	Cc	Inc	InR	Er	ErR	X
Start of Haul Date	Cc	Inc	InR	Er	ErR	X

LL-4 data HEADER DETAILS

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 8.0

CATCH DETAILS

Ship's Time	Cc	Inc	InR	Er	ErR	X
Hook No.	Cc	Inc	InR	Er	ErR	X
Species Code	Cc	Inc	InR	Er	ErR	X
Gear Interaction Code	Cc	Inc	InR	Er	ErR	X
Condition Caught	Cc	Inc	InR	Er	ErR	X
Condition Discard	Cc	Inc	InR	Er	ErR	X
Length (cm)	Cc	Inc	InR	Er	ErR	X
Length (code)	Cc	Inc	InR	Er	ErR	X
Fate Code	Cc	Inc	InR	Er	ErR	X
Sex	Cc	Inc	InR	Er	ErR	X
SSI TREATMENT (Comments/SSI Treatment)	Cc	Inc	InR	Er	ErR	X
COMMENTS (Comments /SSI Treatment)	Cc	Inc	InR	Er	ErR	X

Catch Details

Revise

Well Done!

RGKT ☺ / ☹

Catch Details contd

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

TALLIES

Tally area	Cc	Inc	InR	Er	ErR	X
Total baskets monitored	Cc	Inc	InR	Er	ErR	X

Tallies

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

**GEN-1 + GEN -1 SUPPLEMENTARY FORM -
VESSEL SIGHTINGS, TRANSFER LOG**

A complete set	Cc	Inc	InR	Er	ErR	X
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VESSEL OR AIRCRAFT SIGHTINGS

DNE

Ship's time - date and time	Cc	Inc	InR	Er	ErR	X	
Observer's vessel position	Cc	Inc	InR	Er	ErR	X	
SIGHTED VESSEL OR AIRCRAFT	Name	Cc	Inc	InR	Er	ErR	X
	IRCS	Cc	Inc	InR	Er	ErR	X
	Flag	Cc	Inc	InR	Er	ErR	X
	Type Code	Cc	Inc	InR	Er	ErR	X
Compass bearing and distance	Cc	Inc	InR	Er	ErR	X	
Action code and photo frame	Cc	Inc	InR	Er	ErR	X	
Photo frame #	Cc	Inc	InR	Er	ErR	X	
Comments	Cc	Inc	InR	Er	ErR	X	

GEN-1 and VESSEL + AIRCRAFT SIGHTINGS

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

FISH TRANSFERS, DUMPING, BUNKERING

DNE

Observer's vessel - Ship's date and time	Cc	Inc	InR	Er	ErR	X
Observer's vessel - Position	Cc	Inc	InR	Er	ErR	X
Other vessel - name	Cc	Inc	InR	Er	ErR	X
Other vessel - IRCS	Cc	Inc	InR	Er	ErR	X
Other vessel - Flag	Cc	Inc	InR	Er	ErR	X
Other vessel - Type Code	Cc	Inc	InR	Er	ErR	X

FISH TRANSFERRED

DNE

Species	Cc	Inc	InR	Er	ErR	X
Units (weight or No)	Cc	Inc	InR	Er	ErR	X
Action Code - host vessel	Cc	Inc	InR	Er	ErR	X
Comments	Cc	Inc	InR	Er	ErR	X

FISH TRANSFERS

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section (8.4).

GEN-2 FORM - SPECIES OF SPECIAL INTEREST - VESSEL INTERACTIONS

A complete set	Cc	Inc	InR	Er	ErR	X
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HEADER DETAILS

Observer Name	Cc	Inc	InR	Er	ErR	X
Vessel Name	Cc	Inc	InR	Er	ErR	X
Observer Trip ID Number	Cc	Inc	InR	Er	ErR	X
Page No. of ...	Cc	Inc	InR	Er	ErR	X

GEN-2 + VESSEL INTERACTIONS

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section (8.4).

VESSEL INTERACTION**DNE**

SSI Code	Cc	Inc	InR	Er	ErR	X
Start of Interaction time	Cc	Inc	InR	Er	ErR	X
End of Interaction time	Cc	Inc	InR	Er	ErR	X
Date	Cc	Inc	InR	Er	ErR	X
Position (Latitude, Longitude)	Cc	Inc	InR	Er	ErR	X
Vessel Interaction Code	Cc	Inc	InR	Er	ErR	X
Estimate Distance from vessel (Start)	Cc	Inc	InR	Er	ErR	X
Estimate Distance from vessel (End)	Cc	Inc	InR	Er	ErR	X
Condition Code (Start)	Cc	Inc	InR	Er	ErR	X
Condition Code (End)	Cc	Inc	InR	Er	ErR	X
Estimates of SSI Length (Adults)	Cc	Inc	InR	Er	ErR	X
Estimate of SSL Length (Juvenilles)	Cc	Inc	InR	Er	ErR	X
Total Numbers (Adults)	Cc	Inc	InR	Er	ErR	X
Total Numbers (Juvenilles)	Cc	Inc	InR	Er	ErR	X
Description of Species / Interaction	Cc	Inc	InR	Er	ErR	X

VESSEL INTERACTION

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 8.4.4.

GEN-2 FORM - SSIs -Supplementary - Sightings

A complete set	Cc	Inc	InR	Er	ErR	X
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HEADER DETAILS

Observer Name	Cc	Inc	InR	Er	ErR	X
Vessel Name	Cc	Inc	InR	Er	ErR	X
Observer Trip ID No.	Cc	Inc	InR	Er	ErR	X
Page No of	Cc	Inc	InR	Er	ErR	X

SIGHTINGS

DNE

Date	Cc	Inc	InR	Er	ErR	X
Position (Latitude,Longitude)	Cc	Inc	InR	Er	ErR	X
Sighting Code	Cc	Inc	InR	Er	ErR	X
Tally	Cc	Inc	InR	Er	ErR	X
Total Number	Cc	Inc	InR	Er	ErR	X
SSI Code	Cc	Inc	InR	Er	ErR	X
Species Description	Cc	Inc	InR	Er	ErR	X

GEN-2 SIGHTINGS

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 11.0 Vessel Trip Monitoring

GEN-3 FORM - VESSEL TRIP MONITORING SUMMARY

A complete set	Cc	Inc	InR	Er	ErR	X
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HEADER DETAILS

Observer programme	Cc	Inc	InR	Er	ErR	X
Trip Start Date	Cc	Inc	InR	Er	ErR	X
Trip End Date	Cc	Inc	InR	Er	ErR	X
Nationality of boarding vessel (see box on right)	Cc	Inc	InR	Er	ErR	X
Observer name, nationality, trip ID number	Cc	Inc	InR	Er	ErR	X
Vessel name	Cc	Inc	InR	Er	ErR	X
Coastal state licences	Cc	Inc	InR	Er	ErR	X
Country Reg No.	Cc	Inc	InR	Er	ErR	X
UVI, IRCS	Cc	Inc	InR	Er	ErR	X
Vessel flag	Cc	Inc	InR	Er	ErR	X
Vessel gear type	Cc	Inc	InR	Er	ErR	X

GEN-3 HEADER DETAILS

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 11.0 Vessel Trip Monitoring

INFRINGEMENTS

RS- OBSERVER RIGHTS / SOCIAL BEHAVIOUR

Ticked	Cc	Inc	InR	Er	ErR	X
Page No	Cc	Inc	InR	Er	ErR	X

NATIONAL REGULATIONS

Ticked	Cc	Inc	InR	Er	ErR	X
Page No	Cc	Inc	InR	Er	ErR	X

WCPFC - CMMs

Ticked	Cc	Inc	InR	Er	ErR	X
Page No	Cc	Inc	InR	Er	ErR	X

LOGSHEET RECORDING

Ticked	Cc	Inc	InR	Er	ErR	X
Page No	Cc	Inc	InR	Er	ErR	X

SPECIES OF SPECIAL INTEREST - SSIs

Ticked	Cc	Inc	InR	Er	ErR	X
Page No	Cc	Inc	InR	Er	ErR	X

POLLUTION

Ticked	Cc	Inc	InR	Er	ErR	X
Page No	Cc	Inc	InR	Er	ErR	X

SEA SAFETY

Ticked	Cc	Inc	InR	Er	ErR	X
Page No	Cc	Inc	InR	Er	ErR	X

GEN-3 INFRINGEMENTS

Revise

Well Done!

RGKT 😊 / 😞

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 11.0 Vessel Trip Monitoring.

GEN-3 FORM - page 2 - TRIP MONITORING SUMMARY

A complete set	Cc	Inc	InR	Er	ErR	X
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EXPLANATION

Description is clear	Cc	Inc	InR	Er	ErR	X
Journal Page numbers indicated	Cc	Inc	InR	Er	ErR	X
Debriefing Status - Debriefers - is this up-to-date and correct?	Y	N				
Signature & Date	Cc	Inc	InR	Er	ErR	X

GEN-3 pg2 FORMS + ALL DATA FIELDS

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report.

GEN-4 FORM - CONVERSION FACTORS

A complete set	Cc	Inc	InR	Er	ErR	X
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HEADER DETAILS

DNE

Measuring Instrument	Cc	Inc	InR	Er	ErR	X
Make Model and Capacity of Scales	Cc	Inc	InR	Er	ErR	X
Ship's start and ship's end : Date & time	Cc	Inc	InR	Er	ErR	X

DETAILS OF WEIGHTS & MEASUREMENTS

DNE

Set number & ships's time	Cc	Inc	InR	Er	ErR	X
Label number and species Code	Cc	Inc	InR	Er	ErR	X
Lengths	Cc	Inc	InR	Er	ErR	X
Weights	Cc	Inc	InR	Er	ErR	X
Processed Weights	Cc	Inc	InR	Er	ErR	X
Landed weight	Cc	Inc	InR	Er	ErR	X
Comments	Cc	Inc	InR	Er	ErR	X

GEN-4 FORMS + ALL DATA FIELDS

Revise

Well Done!

RGKT 😊 / 😞

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 11.0 Vessel Trip Monitoring

GEN-6 - POLLUTION REPORT

A complete set	Cc	Inc	InR	Er	ErR	X
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INCIDENT DETAILS

DNE

Ship's date and time	Cc	Inc	InR	Er	ErR	X
Position	Cc	Inc	InR	Er	ErR	X
EEZ / Harbour	Cc	Inc	InR	Er	ErR	X
Wind direction + speed	Cc	Inc	InR	Er	ErR	X
Sea conditions and current	Cc	Inc	InR	Er	ErR	X
Observer's vessel activity	Cc	Inc	InR	Er	ErR	X
Name of offending vessel	Cc	Inc	InR	Er	ErR	X
IRCS and type of vessel	Cc	Inc	InR	Er	ErR	X
Your position from offending vessel (compass + distance)	Cc	Inc	InR	Er	ErR	X

WASTE DUMPED OVERBOARD

DNE

Material ticked	Cc	Inc	InR	Er	ErR	X
Describe type	Cc	Inc	InR	Er	ErR	X
Describe quantity	Cc	Inc	InR	Er	ErR	X

OIL SPILLAGES AND LEAKAGES

DNE

Source ticked	Cc	Inc	InR	Er	ErR	X
Visual appearance / colour	Cc	Inc	InR	Er	ErR	X
Describe area and quantity	Cc	Inc	InR	Er	ErR	X

ABANDONED or LOST FISHING GEAR

DNE

Activity ticked	Cc	Inc	InR	Er	ErR	X
Describe gear	Cc	Inc	InR	Er	ErR	X
Estimate quantity	Cc	Inc	InR	Er	ErR	X
Other comments	Cc	Inc	InR	Er	ErR	X

QUESTIONS

DNE

Y / N	Cc	Inc	InR	Er	ErR	X
Photo Frame	Cc	Inc	InR	Er	ErR	X

GEN-6 FORM (all data fields)

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report.

TRIP RECONCILIATION - SUP-3 FORM

A complete set	Cc	Inc	InR	Er	ErR	X
All travel details data fields	Cc	Inc	InR	Er	ErR	X

ADVANCES AND CLAIMS- SUP-4 FORM

A complete set	Cc	Inc	InR	Er	ErR	X
All advances and claims data fields	Cc	Inc	InR	Er	ErR	X

SUPPLEMENTARY FORMS

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 10.1 Tags.

TAG RECOVERY FORM / MULTIPLE TAG RECOVERY FORM

A complete set	Cc	Inc	InR	Er	ErR	X
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CRITICAL TAG INFORMATION

DNE

Tag number (tag # found in repeating boxes for multi-tag form)	Cc	Inc	InR	Er	ErR	X
Date returned or date when tag found	Cc	Inc	InR	Er	ErR	X
Where found	Cc	Inc	InR	Er	ErR	X
Activity when found or process when found	Cc	Inc	InR	Er	ErR	X
Well number	Cc	Inc	InR	Er	ErR	X

FISH INFORMATION (For multiple tag form, check through all boxes on form)

DNE

Species	Cc	Inc	InR	Er	ErR	X
Species Reliability	Cc	Inc	InR	Er	ErR	X
Fork length	Cc	Inc	InR	Er	ErR	X
How measured	Cc	Inc	InR	Er	ErR	X
Who measured	Cc	Inc	InR	Er	ErR	X
Fish Processed state when measured	Cc	Inc	InR	Er	ErR	X
Fish weight	Cc	Inc	InR	Er	ErR	X
How weighed	Cc	Inc	InR	Er	ErR	X
Fish processed state when weighed	Cc	Inc	InR	Er	ErR	X

TAG RECOVERY FORM (see next page also)

FISH CATCH INFORMATION**DNE**

Date caught or date of catch (exact / estimated)	Cc	Inc	InR	Er	ErR	X
Latitude of catch (exact / estimated)	Cc	Inc	InR	Er	ErR	X
Longitude of catch (exact / estimated)	Cc	Inc	InR	Er	ErR	X
Describe fishing areas	Cc	Inc	InR	Er	ErR	X

FISHERY INFORMATION**DNE**

Vessel name	Cc	Inc	InR	Er	ErR	X
Flag	Cc	Inc	InR	Er	ErR	X
Fishing method	Cc	Inc	InR	Er	ErR	X
School type	Cc	Inc	InR	Er	ErR	X

CARRIER INFORMATION**DNE**

Carrier name	Cc	Inc	InR	Er	ErR	X
Carrier flag	Cc	Inc	InR	Er	ErR	X
Date of transshipment	Cc	Inc	InR	Er	ErR	X
Location of transshipment	Cc	Inc	InR	Er	ErR	X
Transshipment position	Cc	Inc	InR	Er	ErR	X

FINDER INFORMATION**DNE**

Finder's name	Cc	Inc	InR	Er	ErR	X
Finder's address	Cc	Inc	InR	Er	ErR	X
Port of recovery or country of recovery	Cc	Inc	InR	Er	ErR	X
Information received	Cc	Inc	InR	Er	ErR	X
Tag provided with this form	Cc	Inc	InR	Er	ErR	X
Form completed by	Cc	Inc	InR	Er	ErR	X

TAG RECOVERY FORM

Revise

Well Done!

RGKT 😊 / ☹️

LL WRITTEN REPORT

1.0 Background	Incomplete	Weak	Good	Very Good	Excellent
2.0 Cruise Summary	Incomplete	Weak	Good	Very Good	Excellent
3.0 Data collected	Incomplete	Weak	Good	Very Good	Excellent
4.0 Chain of Custody	Incomplete	Weak	Good	Very Good	Excellent
5.0 Vessel and Crew Details	Incomplete	Weak	Good	Very Good	Excellent
6.0 Fishing Strategy	Incomplete	Weak	Good	Very Good	Excellent
7.0 Environmental Conditions	Incomplete	Weak	Good	Very Good	Excellent
8.0 Catch Details	Incomplete	Weak	Good	Very Good	Excellent
9.0 Trans-shipment / Transfer	Incomplete	Weak	Good	Very Good	Excellent
10.0 Other Projects	Incomplete	Weak	Good	Very Good	Excellent
11.0 Vessel Trip Monitoring	Incomplete	Weak	Good	Very Good	Excellent
12.0 Vessel's Own Data Collection	Incomplete	Weak	Good	Very Good	Excellent
13.0 General	Incomplete	Weak	Good	Very Good	Excellent
14.0 Problems Encountered	Incomplete	Weak	Good	Very Good	Excellent
15.0 Conclusions / Rec	Incomplete	Weak	Good	Very Good	Excellent
16.0 Acknowledgements	Incomplete	Weak	Good	Very Good	Excellent

WRITTEN REPORT

THE JOURNAL

Dates	Incomplete	Weak	Good	Very Good	Excellent
Times	Incomplete	Weak	Good	Very Good	Excellent
Page Numbers	Incomplete	Weak	Good	Very Good	Excellent
Headings	Incomplete	Weak	Good	Very Good	Excellent
Chronological Order	Incomplete	Weak	Good	Very Good	Excellent
Information Provided	Incomplete	Weak	Good	Very Good	Excellent
Sufficient Information	Incomplete	Weak	Good	Very Good	Excellent
New day / New page	Incomplete	Weak	Good	Very Good	Excellent
Hand writing	Incomplete	Weak	Good	Very Good	Excellent

DATA PRESENTATION

Directly	Cc	Er
Clear and legible	Cc	Er
One Response	Cc	Er
Vague data	Cc	Er
Comments	Cc	Er
2B Pencil (not pen)	Cc	Er
Previous data collection standards	Cc	Er

Data Submission

Within agreed time frame	Y N
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JOURNAL AND PRESENTATION