**SIXTH TUNA DATA WORKSHOP (TDW-5)**

23-27th April 2012

Noumea, New Caledonia

**Template for the NATIONAL REPORT**

*The National Report provides information on the current status of collection, management and dissemination of data in your country and we have provided this template to assist you prepare your report. The main theme of TDW will be the production of annual catch estimates, and while all types of data will be covered during TDW, some of the questions below have been designed to obtain more information essential to the production of annual catch estimates.*

*Simply respond to each question in the tables below in the space provided. Please refer to other people in your office if you are unsure or can not provide a comprehensive answer to any question.*

*The information contained in your national report will be used and discussed during the TDW, so it* ***must*** *be completed prior to coming to the Workshop. Participants are encouraged to send back this completed template as soon as possible. The latest version of the data collection/management “responsibilities matrix” should be sent at the same time.*

*Participants may provide additional relevant information and are encouraged to provide a presentation of the tuna fishery data collection, management and dissemination systems during the workshop, but a presentation is not essential.*

1. INTRODUCTION

*This section serves to provide an overview of your tuna fishery by briefly describing your national fleet that operates in the WCPFC Convention Area (WCPFC flag-state responsibilities) and foreign fleets that operate in your waters (WCPFC Coastal and Port State responsibilities). A broad indication of the extent of your data collection and management systems is also provided for in this section.*

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| 1.1 Provide a brief overview of your national tuna fisheries, including target species in each case   * Commercial Fisheries * Non-commercial Artisanal / recreational Fisheries |  |
| 1.2 Provide a brief description of your National fleet that operates in the WCPFC Convention Area, with a list of active vessel numbers by gear covering 2011 |  |
| 1.3 Provide a brief description of the foreign fleets licensed to fish in your EEZ, with a list of active vessel numbers by gear and flag covering 2011 |  |
| 1.4 Indicate the data collected in your country and whether the regional standard data collection forms are used. | |  |  |  | | --- | --- | --- | |  | Y/N ? | Regional Forms ? | | Licensing data |  |  | | Logsheet data |  |  | | Unloadings data |  |  | | Observer data |  |  | | Port Sampling data |  |  | | Fishing Trip Log |  |  | | Telex data |  |  | | VMS |  |  | |
| 1.5 Provide any additional information |  |

1. **NATIONAL TUNA DATA COORDINATOR (NTDC)**

*The NTDC needs to be familiar with, and understand the purposes of all types of tuna fishery data collected within their country, and how each type of data relates to the other data types. The NTDC will provide advice in these areas to stakeholders within their country (e.g. other fisheries division staff and the industry).*

*The NTDC ensures the smooth flow of quality-checked data from the point of collection through to point of dissemination by liaising with industry and other fisheries division staff. Data management tools are used on a regular basis to identify and resolve data flow issues.*

*This section provides an overview of the work of the National Tuna Data Coordinator in your country.*

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| 2.1.1 Who is the nominated NTDC in your country ? |  |
| 2.1.2 What is the role of the NTDC in your country ? (List the main areas of work that the NTDC covers) |  |
| 2.1.3 Is the position and work of the NTDC integrated into your organization ?  Is the position supported and functioning within the organizational structure ?  Is the role of the NTDC understood by supervisors and other staff members?  Explain any problems in this regard. |  |
| * + 1. Does the NTDC in your country have responsibilities other than those related to that stated in the first paragraph of this section ?   Please list the other responsibilities. |  |
| * + 1. Is the NTDC able to achieve the tasks assigned to him/her, or do they rely on additional staff support, or outside help (e.g. SPC) ? |  |
| * + 1. Are the duties of other staff in your organization aligned with the role of the NTDC ?   (In your response, describe any problems or ways to improve the situation) |  |
| * + 1. Is there a clear intention to have the NTDC position incorporated as a permanent position into your organization, funded by your government office, in the future ?   If yes, provide some evidence of this occurring. |  |

1. **DATA COLLECTION**

*This section serves to describe the current status of your “data collection” systems.*

* 1. *Collection of Operational (Logsheet) data*

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| 3.1.1 Briefly describe the legal obligations for the provision of logsheets …   * covering your national fleets fishing throughout the WCPFC Convention area * covering foreign fleets fishing your EEZ |  |
| 3.1.2 Full (100%) coverage of logsheets is required. Indicate the **approximate** current coverage of logsheet data provided for …   * your national fleets fishing throughout the WCPFC Convention area * foreign fleets fishing in the national EEZ   Briefly, how do you determine the coverage ?  If coverage is not close to, or at 100%, explain the problems in achieving this target : |  |
| 3.1.3 Are logsheet data provided in a timely manner ?  What are the problems regarding the timeliness of logsheet data provisions ?  Are certain fleets more of a problem than others ? |  |
| 3.1.4 Are resources in your office currently adequate to ensure the management of logsheet data collection ? (refer to the responsibility matrix)   * Liaison with industry ? * Data quality checking of the hard-copy logsheet ? * Other duties (e.g. scanning, filing) ? |  |
| 3.1.5 Indicate any other problems you have with the Logsheet data collection process |  |
| 3.1.6 Provide any additional information |  |

*3.2 Collection of Unloadings (landings) data*

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| 3.2.1 Briefly describe the legal obligations for the provision of unloadings data …   * covering your national fleets fishing throughout the WCPFC Convention area * covering foreign fleets fishing unloading in ports within your EEZ |  |
| 3.2.2 Full (100%) coverage of unloadings data is required. Indicate the **approximate** current coverage of unloadings data provided for …   * your national fleets fishing throughout the WCPFC Convention area * foreign fleets fishing in the national EEZ   Briefly, how do you determine the coverage ?  If coverage is not close to, or at 100%, explain the problems in achieving this target : |  |
| 3.2.3 Are data provided in a timely manner ?  What are the problems regarding the timeliness of data provisions ?  Are certain fleets more of a problem than others ? |  |
| 3.2.4 Are resources in your office currently adequate to ensure the management of unloadings data collection ? (refer to the responsibility matrix)   * Liaison with industry * Data quality checking of the hard-copy unloadings form ? * Other duties (e.g. scanning, filing) ? |  |
| 3.2.5 Indicate any other problems you have with the UNLOADINGS data collection process |  |
| 3.2.6 Provide any additional information |  |

*3.3 Collection of Observer and Port Sampling data*

*This section is not as extensive as the previous sections since it has been covered recently in the Regional Observer Coordinators workshop and the theme for this workshop is data related to the production of annual catch estimates.*

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| 3.3.1 Do you have a fully functioning port sampling programme –  If **YES** – indicate the **approximate** coverage of port sampling by gear type (target = 20%).  If **NO**, briefly list the reasons and/or problems that prevent your country from having a fully functioning port sampling programme. For example, lack of funds, lack of human resources, non-compliance, logistical problems, etc. |  |
| 3.3.2 Do you have a fully functioning observer programme –  If **YES** – indicate the **approximate** coverage of observer activities by gear type (target = 20%).  If **NO**, briefly list the reasons and/or problems that prevent your country from having a fully functioning observer programme. For example, lack of funds, lack of human resources, non-compliance, logistical problems, etc. |  |

3.4 *Collection of other types of data used to estimate annual catches*

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| 3.4.1 Briefly describe other types of data collected in your country (not mentioned above) that are used in the process of estimating annual catches. For example,     * Annual Fishing Trip and Port visit log * Boat census information * Port Authority information * Artisanal FAD Fishing log * Canoe Fishing Logsheet * Sportfishing logbook * Others ? |  |
| 3.4.2 If other types of data are collected, briefly described how they are used in the process of estimating annual catches. |  |
| 3.2.3 Are these data reliable ?  Are these data provided in a timely manner ? |  |
| 3.4.4 Are there other types of data, useful in the process of determining annual catch estimates, that are not collected, but could potentially be collected with more resources ?  What types of data ?  What additional resources are required ? |  |
| 3.4.5 Provide any additional information |  |

**4 DATA MANAGEMENT**

*This section provides some background on the status of data” management” systems established in your country.*

*4.1 Liaison with fishing companies*

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| 4.1.1 In your office, who is/are responsible for Liaison with fishing industry in relation to the provision of, and problems with data ?  How often are data requested from fishing companies (list by data type) (through the liaison process) ?  How often do is the coverage of data provided checked, and follow-up with the companies in regards to outstanding data undertaken ?  Briefly describe the process for checking and then requesting the provision of data. |  |
| 4.1.2 Are the obligations and the process of liaison clearly stated and understood by the fishing company ?  Are there any problems experienced with the liaison process ? If so, please describe. |  |
| * + 1. Are there a mechanisms to assist the fishing industry in the following situations : * Provision of training and/or information resources for conducting data collection when new forms are introduced, or new vessels enter the fishery * Provision of reports to inform fishing industry of the status of the fishery from a broader perspective   Briefly describe why this may not have been done, or any problems that may hinder the success of implementing such mechanisms. |  |
| 4.1.4 Do you have national fleet vessels based or fishing in other countries ?  Do you have a liaison process with the country where your fleet is based so that you regularly receive logsheets and unloadings data for vessels in your fleet ?  If YES, then describe the liaison process. If NO, then describe the problems in getting the logsheets and unloadings data. |  |

*4.2 Management of hard-copy data*

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| 4.2.1 Do you have a system to record or register each receipt of hard-copy data that arrives in your office ?  Briefly describe this system. |  |
| 4.2.2 Does you office enter the data into a database system ?  What database system do you use to manage your tuna fishery data ?  Indicate in the table to the right whether data are entered in your office, sent to SPC for processing or not entered. | Yes.   |  |  | | --- | --- | |  | Data Entry system  Name the system / “SPC” / “Not entered” | | Licensing data |  | | Logsheet data |  | | Port Sampling data |  | | Unloadings data |  | | Observer data |  | | Fishing Trip Log |  | | Telex data |  | | VMS |  | |
| 4.2.3 Do you have a system to send tuna fishery data to SPC ?  Briefly describe this system, including :   * Whether the data are “scanned”, “photocopied” or sent in hard-copy form * Do you keep track of what data have been sent * Are scanned data sent via the internet or sent on CD * How often are data sent (…do you have a regular schedule) * Do you have someone and procedures in place to follow up on data requests from SPC (re-send, re-scan etc)? |  |
| 4.2.4 Has hard-copy data gone astray in the past?  Outline some of the reasons why things went wrong. |  |

4*.3 Data entry and quality control*

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| 4.3.1 Does your office have a strong reasons to enter tuna fishery data ?  Does your office have resource, or other problems that hinders the processing of tuna fishery data ?  Briefly explain the situation. | . |
| 4.3.2 Does your office have a systematic set of procedures to ensure the quality and coverage of data entered is maintained ?  Briefly describe the set of procedures to ensure data quality control. |  |
| 4.3.3 Do you have problems with your database system that hinder the data entry and quality control processes ?  For example,   * The system is not fully understood by the staff using it * The system is incomplete * The system has “bugs” that prevent full utilization   Briefly describe any problems. |  |

**5 DATA DISSEMINATION**

*This section provides some background on the status of data” dissemination” systems established in your country.*

*5.1 Schedule of data dissemination*

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| 5.1.1 In your offices is there an established schedule for producing summarized reports, graphs, maps for inclusion in country reports, access negotiation briefs, etc. ?  If **YES**, then briefly list the types of reports, and when they are required each year.  If **NO**, indicate the problems in establishing a schedule. |  |
| * + 1. The annual provision of data to the WCPFC is an important task required by member countries – data must be provided prior to 30th April each year.   Describe the process involved in preparing the data provision to the WCPFC, in particular, the preparation of Annual catch estimates.  List the problems involved. |  |
| 5.1.3 How do you produce each report, when required ?  For example,   * are they simply produced directly from a database system, * are the data manually extracted from the database, * are summarized data provided by the fishing company, or * are data manually compiled from hard-copy information.   Describe for each report that needs to be produced and how they are produced. |  |
| 5.1.4 Are there certain reports that are required, but can not currently be produced ?  Describe the reports and the reasons why they can’t be produced. |  |

**6 CHALLENGES WITH DATA – PROGRESS IN PAST 2 YEAR**

*This section provides a summary of the PROGRESS in your country in dealing with the challenges in data collection, management and dissemination systems.*

Describe the progress made in your country in dealing with problems related to each of the following categories.

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| 6.1 Problem : **LACK OF RESOURCES**  “Lack of resources” includes (i) the lack of human resources (staff) to undertake the required work and (ii) the lack of financial support e.g. (equipment, travel, salaries, etc.) to undertake the work required. It was noted that countries with more resources [e.g. finances, skills (see point 6.2 below), etc.] tend to carry out their work more efficiently and produce data of better quality. |  |
| 6.2 Problem : **CAPACITY BUILDING**  The “skills problems” relates to the lack of skilled staff available to employ in member countries, the need to build capacity or “up-skill” existing staff and the lack of “succession planning”. |  |
| 6.3 Problem : **LOGISTICAL PROBLEMS**  “Logistical problems” cover a wide range of areas that prevent efficient data collection and management in the offices of member countries. Examples of logistical problems include, obtaining support from staff (both senior and junior), various problems related to getting field staff (port samplers and observers) to the point of data collection, the fishing or unloading operations are not conducive to data collection, equipment failure, data are collected but there are problems getting them sent to the data management office (i.e. collected by other countries). |  |
| 6.4 Problem : **COMPLIANCE**  “Compliance problems” covers a number of areas directly related to the fishing industry. Examples of compliance problems includes: non-reporting, mis-reporting and under-reporting by fishing vessels, poor legislation makes compliance difficult, difficulty getting cooperation from fishing company/vessel with respect to fisheries division field staff (port samplers, observers and inspectors), tardy provision of data, fishing company (vessel captain, crew and/or fishing company) are not aware of their responsibilities with respect to data collection. |  |
| 6.5 Problem : **LIAISON**  “Liaison/Cooperation problems” may occur internally (within fisheries departments or with other government departments) or externally (fishing industry) and may be the result of compliance problems (see 6.4 above) so careful attention to liaison may resolve issues with compliance. Examples of liaison problems includes, no liaison with the fishing company/vessel with respect to data collection, no follow-up attempted for non-compliance with data collection, lack of formal liaison with other countries governments to use their staff to help collect data from foreign ports, lack of political will to improve/support current data collection programmes. |  |

**7 CHALLENGES WITH DATA – FUTURE REQUIREMENTS**

*This section provides a summary of the FUTURE REQUIREMENTS in your country in dealing with the challenges in data collection, management and dissemination systems.*

Describe your country’s Future Requirements in dealing with problems related to each of the following categories.

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| 7.1 What is your country’s **Highest Priority** with respect to dealing with future challenges with data ? |  |
| 7.2 What can SPC and FFA do ? |  |
| 7.3 What do you feel needs to be raised at regional meetings to resolve the challenges with data ? |  |