

PIRFO Draft Competency Standards

PIRFO 4 - 1.03	Complete a debriefing process with a fisheries observer after a trip at sea using the templates and protocols provided by regional agencies
<p>Prerequisites:</p> <p>The candidate must hold a PIRFO Certificate (Fisheries Observer) endorsed for one or more specific fishing methods, or have equivalent qualifications and experience as defined by the PIRFO Certification Management Committee and outlined in the PIRFO Debriefing Policy.</p> <p>Descriptor</p> <p>This module requires a demonstrated ability to use the templates and protocols provided for the purpose by the Secretariat of the Pacific Community and Forum Fisheries Agency in order to complete a debriefing process with a fisheries observer returned from a trip to sea.</p> <p>Note: This module is generic and intended to cover the debriefing of observers following trips on longline, purse seine, pole and line, and other types of fishing vessel. However, competence is specific to a particular fishing method. It is proposed that candidates need to complete the requirements of this module for each specific fishing method they wish to qualify for. It is proposed that their certificate as PIRFO (Fisheries Observer Debriefing) will be endorsed accordingly for each fishing method in which the observer is assessed as competent.</p>	
Learning Outcome	Assessment Criteria
1. Complete the preliminary check on observer data on their arrival in port	<ul style="list-style-type: none"> 1.1 Checks the relevant observer template (GEN 3) for indications of any incidents that may require further investigation 1.2 Responds appropriately to apparent vessel incident as necessary 1.3 Completes the preliminary information check using the pre-debriefing section of the appropriate template and establish that correct procedures have been followed by the observer 1.4 Provides feedback to the observer as necessary, and note any areas for questioning during the full debriefing process on the pre-debriefing section of the appropriate template
2. Complete the debriefing checks on observer data prior to using the full debriefing template	<ul style="list-style-type: none"> 2.1 Verifies the observer Trip Itinerary Form is present, complete and correct 2.2 Completes the Observer Report Receipt form 2.3 Candidate reads the Observer Trip Report and visually scans all data sheets submitted by the observer prior to interviewing them

PIRFO Draft Competency Standards

<p>3. Use the debriefing template provided to identify errors in the observer data, remedy those errors where possible, and provide comprehensive feed back to the observer</p>	<p>3.1 Methodically checks through the observer data using the appropriate debriefing template as a guide</p> <p>3.2 Highlights problem areas on the observer data sheets using appropriate techniques</p> <p>3.3 Attempts to retrieve information for data fields left blank by the observer</p> <p>3.4 Corrects identified errors made by the observer where possible</p> <p>3.5 Provides comprehensive verbal and written feedback to the observer on their performance regarding each of the data fields, and ensures that correct procedures are understood where errors are identified</p>
<p>4. Complete the debriefing template using appropriate codes and following established procedures and protocols</p>	<p>4.1 Uses the appropriate debriefing template to record progress through review of the observer data sheets</p> <p>4.2 Uses the appropriate codes on that template to indicate whether observer data entries were correct, incomplete, in error, able to be retrieved, or not encountered</p> <p>4.3 Tests the observer in five areas with Random General Knowledge Test questions to determine the overall skill level</p>
<p>5. Complete the observer data evaluation forms</p>	<p>5.1 Uses the completed debriefing form the to transfers the data quality check codes directly onto the evaluation form</p> <p>5.2 Processes the completed paperwork appropriately in line with national and regional procedures and protocols.</p>

PIRFO 4 - 1.03 Evidence and Assessment Guide

<p>Context and Method of assessment</p> <p>Assessment is to be conducted at the workplace. Assessment of this module is a final result arising from the candidate monitoring at least two observer debriefings, and completing three observer debriefings under supervision.</p> <p>The following assessment method is suggested:</p> <ul style="list-style-type: none"> • Monitoring of three observer debriefings <p>Resources for assessment may include:</p> <ul style="list-style-type: none"> • Debriefing protocols • Debriefing data templates • Feedback and evaluation templates • Observer data templates, journal, and Observer Trip Report 	
<p>Underpinning Knowledge</p> <p>This module requires candidates to demonstrate a good general knowledge of Pacific regional and national debriefing programs and protocols.</p> <p>It also requires a demonstrated ability to use the templates and protocols provided for the purpose by the Secretariat of the Pacific Community and Forum Fisheries Agency in order to complete a debriefing process with a fisheries observer returned from a trip to sea.</p>	
Learning Outcome	Evidence Guide
<p>1. Complete the preliminary check on observer data on their arrival in port</p>	<p>1.1 Checks the relevant observer form (GEN 3) for vessel incidents that may need further investigation and questions the observer on those incidents reported</p> <p>1.2 Responds appropriately to apparent vessel infringements by copying the GEN 3 form and forwarding a report to surveillance personnel or National Observer Manager as appropriate</p> <p>1.3 Completes the preliminary information check using the pre-debriefing section of the appropriate template and establish that correct procedures have been followed by the observer</p> <p>1.4 Provides feedback to the observer as necessary, and note any areas for questioning during the full debriefing process on the pre-debriefing section of the appropriate template</p>
<p>2. Complete the debriefing checks on observer data prior to using the full debriefing template</p>	<p>2.1 Verifies the observer Trip Itinerary Form is present, complete and correct</p> <p>2.2 Completes the Observer Report Receipt form</p> <p>2.3 Candidate reads the Observer Trip Report and visually scans all data sheets submitted by the observer prior to interviewing them and notes any questions for follow up on the debriefing template</p>

PIRFO Draft Competency Standards

PIRFO 4 - 1.03

Evidence and Assessment Guide

<p>3. Use the debriefing template provided to identify errors in the observer data, remedy those errors where possible, and provide comprehensive feed back to the observer</p>	<p>3.1 Follows the debriefing template as a guide to methodically checking through the observer data</p> <p>3.2 Highlights problem areas on the observer data sheets using appropriate techniques</p> <p>3.3 Attempts to retrieve information for data fields left blank by the observer through questioning, referring to the Trip Report and cross checking with other relevant data sheets</p> <p>3.4 Corrects identified errors made by the observer where possible using established procedures</p> <p>3.5 Provides comprehensive feedback to the observer on their performance regarding each of the data fields, and ensures that correct procedures are understood where errors are identified</p>
<p>4. Complete the debriefing template using appropriate codes and following established procedures and protocols</p>	<p>4.1 Uses the appropriate debriefing template to record progress and appropriate comments through the review of the observer data sheets</p> <p>4.2 Uses the appropriate codes on that template to indicate the nature of observer data entries following guidelines established by the regional agencies and provide a feedback to the observer on data quality by circling the appropriate feedback titles for each of the data sections on the template</p> <p>4.3 Tests the observer in five areas with Random General Knowledge Test questions to determine the overall skill level and complete the RGKT codes on the debriefing template where appropriate</p>
<p>5. Complete the observer data evaluation forms</p>	<p>5.1 Uses the completed debriefing form to transfers the data quality check codes directly onto the evaluation form in order to provide feedback on observer performance to national observer coordinators and trainers</p> <p>5.2 Processes the completed paperwork appropriately in line with national and regional procedures and protocols.</p>

Practical Skills

The essential skills a person needs to perform work to the required standard include:

- The ability to use the templates and protocols provided to complete a debriefing
- The ability to identify the common errors made by observers when recording and entering data

Literacy skills used for:

- Interpretation of debriefing protocols
- Collection of data and information
- Accurate completion of templates

Numeracy skills used for:

- Validate observer data
- Calculation

Critical aspects of evidence

Assessment must confirm an ability to:

- use the templates and protocols provided for the purpose by the Secretariat of the Pacific Community and Forum Fisheries Agency in order to complete a debriefing
- identify errors made by fisheries observers when gathering or recording data.

Assessment must confirm a good general knowledge of Pacific Island regional and national debriefing programs and protocols.