



# Workshop Arrangements





## Working hours

Please follow the Agenda

And note the morning and afternoon start times

08.00 hrs to 09.30 hrs

09.30 hrs to 10.00 hrs morning tea

10.00 hrs to 11.30 hrs

13.00 hrs to 14.30 hrs

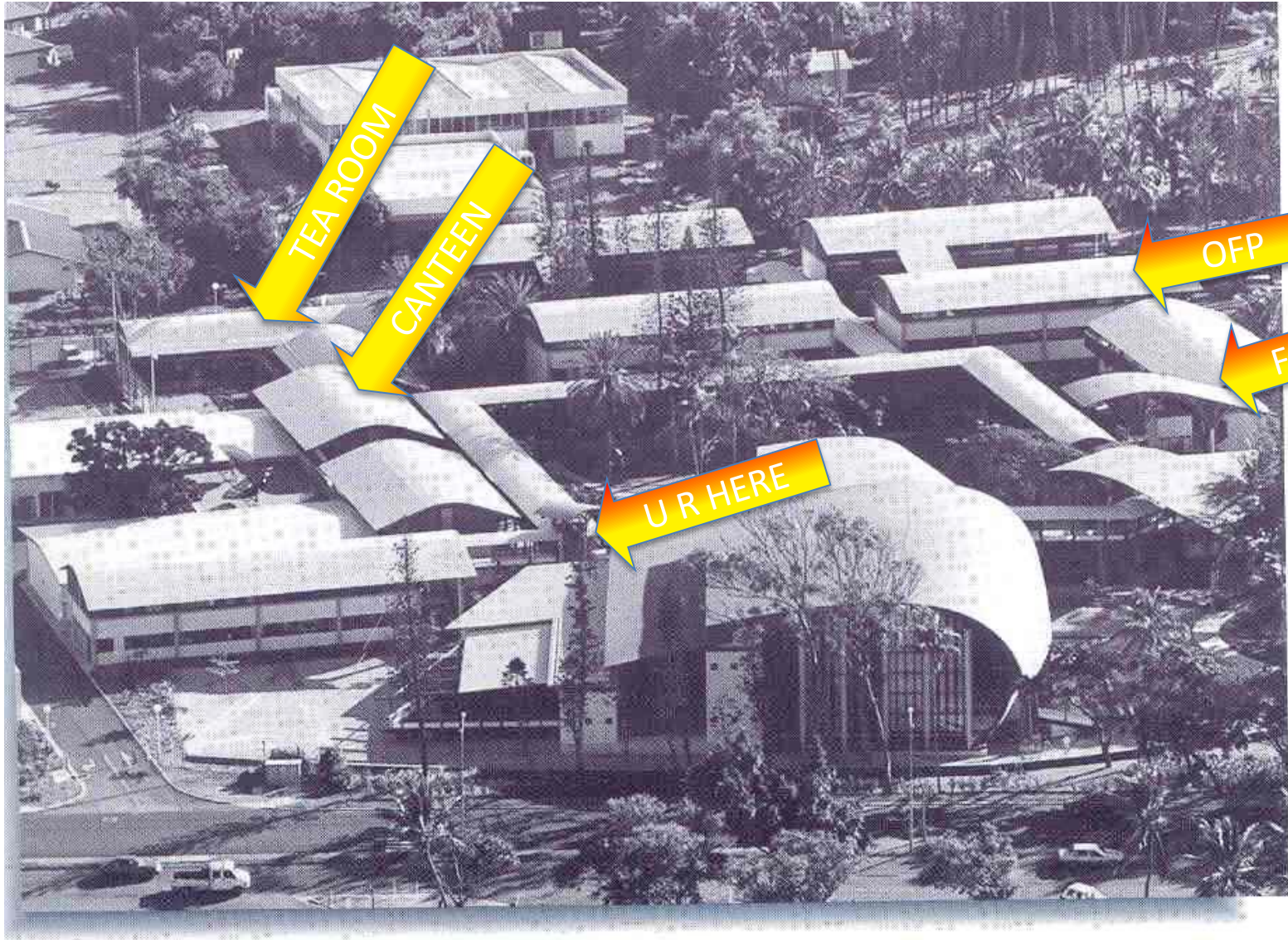
14.30 hrs to 15.00 hrs afternoon tea

15.00 hrs to 16.00 hrs

*Today at 09.30hrs **Group Photo***

*For those people being sponsored by SPC their per diem is available from the Finance Department after the photo.*





TEA ROOM

CANTEEN

U R HERE

OFP

FINANCE



## Lunch

*Normally an hour and a half.*

*Lunch is not provided.*

*Please make your way to the local shops – follow the crowd*

*Today, Fijian curry is available at the SPC Tea Room.*

*Get in quick....*

*SPC has a small supermarket for staff's convenience. Available to participants – cash payments - from 16.00 hrs to 17.00 hrs.*





## Provision of National Reports and TUF-ART DATA

Please submit your national report to myself or Michael as soon as convenient. If you have not completed the report, or need assistance, please discuss that with us.

Could you please provide your TUF-ART database (or other database system) to myself, Michael or preferably Peter Williams ...

[Deirdreb@spc.int](mailto:Deirdreb@spc.int), [Michaels@spc.int](mailto:Michaels@spc.int), [PeterW@spc.int](mailto:PeterW@spc.int)





## Head phones are available

There is no interpretation into French during this workshop. Most of our interpreters are away at another important workshop. Thanks to Vaiana...

Using the headphones will help you hear all speakers better. Set the unit to 1.

If you want to use the microphone, wait until the other speaker has finished talking. Turn the speaker on before speaking. Get close to the microphone, but not too close.





## Caution! The local Bank notes are changing

The NC Government will introduce new banknotes in mid-January. The bank notes you use this week will no longer be legal tender after September 2014.

You are advised to change all NC banknotes as you leave. The foreign exchange is open at the airport before every flight or you can normally change notes these at any airport with a direct flight to New Caledonia.

Please let your friends back home know!





## *Computers*

Wireless connection is available from the “SPC Guest” network.

## *Adaptors*

Are available from myself and Michael. Please hand these back at the end of the workshop so they are available to the next workshop participants. You will need to sign in and out for these.

## *Phones*

“IZI” cards are available from local shops. These will work from your hotel rooms. If necessary, SPC can arrange international calls at our reception. You will be charged for these.







*Social*

*Michael is coordinating a closing BBQ at the SPC Tea Room area on the Thursday evening from 17.00hrs until 21.00 hrs.*

*We'd love to see you there....*





## Departures

Important!

Can you please let us know if you move accommodation so we can have the most up-to-date list for the drivers. A confirmation list will be circulated on the Wednesday.





# Adoption of Agenda

Anything else?





## Expected outcomes

“That participants will have the background knowledge and tools to implement a national artisanal tuna monitoring programme”

### Outputs

- All presentation from the workshop will be available on the SPC website (see: <http://www.spc.int/oceanfish/en/meetingsworkshops>)
- Provision of data collection manuals (electronically), including complementary data collection programs that SPC facilitates
- Tools for implementing a data collection programme
- Increased capacity on the use of the TUF-ART database and data management procedures
- Collation of national reports within the workshop report





# Round table introductions

