

## CMM 2016/02

### **CMM for the Collection, Reporting, Verification and Exchange of Data relating to fishing activities in the Agreement Area**

#### ***Contracting Parties to the Southern Indian Ocean Fisheries Agreement:***

*Recalling* that Article 6(1) (f) of the *Southern Indian Ocean Fisheries Agreement* (the Agreement) calls on the Meeting of the Parties to develop rules for the collection and verification of scientific and statistical data, as well as for the submission, publication, dissemination and use of such data;

*Further recalling* that Articles 10(1)(c) and 11(3) set out the duties relevant to the collection and provision of data and related processes for Contracting Parties and Flag States respectively;

*Recognising* the importance of developing comprehensive arrangements for data collection, reporting, verification and exchange of data to assist the Scientific Committee in performing its functions as outlined in Article 7 of the Agreement;

*Noting* the relevance of Articles 10(e) and 14 of the *Agreement for the Implementation of the Provisions of the United Nations Convention on the Law of the Sea of 10 December 1982 relating to the Conservation and Management of Straddling Fish Stocks and Highly Migratory Fish Stocks* (UNFSA) which call on States to cooperate through regional fisheries management organisations to agree on the standards for the collection, reporting, verification and exchange of data on fisheries for the stocks, and the specifications and format for the data to be provided and to cooperate in their scientific research;

*Considering* the provisions set forth in the *Resolution on data collection concerning the high seas in the Southern Indian Ocean*, adopted by the Conference on the Southern Indian Ocean Fisheries Agreement in the Seychelles from 13-16 July 2004;

*Noting* the importance of data collection and catch reporting for the purposes of ensuring scientific stock assessment and implementing an ecosystem approach to fisheries management; and

*Further noting* that the Meeting of Parties has adopted policies and procedures for the maintenance of data confidentiality (CMM 2016/03);

*Adopts* the following conservation and management measure (CMM) in accordance with Article 6 of the Agreement:

#### **Application**

1. This CMM applies to all Contracting Parties, cooperating non-Contracting Parties (CNCPs) and Participating Fishing Entities (PFEs).
2. This CMM prescribes the standards for the collection, reporting, verification and exchange of data related to fishing activities by vessels fishing in the SIOFA Area of Application (the Agreement Area) that are flying the flag of a Contracting Party, CNCP or PFE. These data standards shall assist the Meeting of the Parties to fulfil its objectives under the Agreement insofar as it relates to assessing the state of the fisheries within SIOFA's competence, including the status of target and non-target species and the impact of fishing on the marine environment.

## **Terminology**

3. The following definitions apply to this CMM including its annexes:
  - a. 'other species of concern' means those species as may be defined by the Scientific Committee from time to time.
  - b. 'National Report' means the report defined in paragraph 8 of this CMM.

## **Vessel Catch and Effort Data**

### *Collection of data*

4. Contracting Parties, CNCPs and PFEs shall ensure that data on fishing activities, including for target, non-target and associated and dependent species such as marine mammals, marine reptiles, seabirds or 'other species of concern', are collected from vessels flying their flag that are fishing in the Agreement Area in accordance with the relevant sections of Annex A.
5. The Scientific Committee shall, by no later than the ordinary meeting of the Scientific Committee in 2017, provide advice and recommendations to the Meeting of the Parties on an appropriate spatial resolution for the collection and reporting of data to facilitate effective stock assessment. Until the Meeting of the Parties, based on the advice of the Scientific Committee, determines an appropriate spatial resolution for the collection and reporting of data, Contracting Parties, CNCPs and PFEs shall ensure that data are collected on a haul by haul basis.

### *Data collection and submission*

6. Contracting Parties, CNCPs and PFEs shall report to the Secretariat, by 31 May each year, the data collected under paragraphs 4 and 5 for the previous calendar year, in accordance with the format prescribed in the corresponding annexes.
7. Contracting Parties, CNCPs and PFEs shall provide to the Secretariat, by 31 May each year, annual catch summaries for all species/groups caught in the Agreement Area during the previous calendar year. The catch summaries shall include the following information:
  - a. Calendar year (eg 2015)
  - b. FAO statistical area (eg FAO87)
  - c. Species/group name (common name and scientific name)
  - d. Species/group code (FAO3-alpha code 19, EG ORY) (if available)
  - e. Annual catch total – tonnes raised to 'live' weight.

### *National report*

8. Following the entry into force of this CMM, Contracting Parties, CNCPs and PFEs shall provide to the Scientific Committee, at least 30 days prior to the commencement of each ordinary meeting, an annual National Report of their fishing, research and management activities in accordance with the following:
  - a. For the first report: the National Report shall include details of activities of the previous five calendar years;

- b. For all reports thereafter: the National Report shall include details of activities of the previous calendar year; and
- c. In either case, the National Report shall take into account the guidelines prepared by the Scientific Committee for the preparation of such reports.

#### *Historical Data*

9. To assist with the development of a bottom fishing footprint and stock assessments, Contracting Parties, CNCPs and PFEs shall provide to the Secretariat, by 31 January 2017,<sup>1</sup> historical catch, effort and, if available, observer data from vessels flying their flag that were fishing in the Agreement Area at any time during the period 2000 to 2015, and any previous years where available, in a format as close as is possible to the annexes to this CMM. The catch, effort and, if available, observer data provided to the Secretariat may initially be provided as unverified data, and updated with verified data any time before 31 January 2018. Any State or fishing entity that becomes a Party to the Agreement, a CNCP or PFE after the date this CMM is adopted shall provide their historical data to the Secretariat within 12 months of becoming Party to the Agreement, or becoming a CNCP or PFE.
10. Where possible, Contracting Parties, CNCPs and PFEs are encouraged to provide relevant, reliable historical data for species caught in waters under their national jurisdiction where such information would assist in understanding the status of the stocks and the impacts of fishing on all target species, non-target and associated and dependent species and the marine environment within the Agreement Area.

#### **Scientific Observer Data**

11. All Contracting Parties, CNCPs and PFEs shall implement national scientific observer programmes to collect from activities undertaken by vessels flying their flag:
  - a. Vessel information, effort and catch data for its fishing activities in the Agreement Area, including target, non-target and associated and dependent species including marine mammals, marine reptiles, seabirds or 'other species of concern';
  - b. Biological or other data and information relevant to the management of fishery resources in the Agreement Area, as specified in this CMM, or as identified from time to time by the Scientific Committee or through processes identified by the Meeting of the Parties; and
  - c. Relevant scientific information related to the implementation of the provisions of the CMMs adopted by the Meeting of the Parties.
12. Contracting Parties, CNCPs and PFEs shall, through their National Report, provide to the Scientific Committee an annual observer programme implementation report which should include sections covering: observer training, programme design and coverage, type of data collected, and any problems encountered during the previous calendar year.

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<sup>1</sup> If the SIOFA database is not established by this time, Contracting Parties, CNCPs and PFEs shall provide a comprehensive data summary to the ordinary meeting of the Scientific Committee in 2017.

13. Contracting Parties, CNCPs and PFEs shall endeavour, for all observed trips, to collect observer data in accordance with the relevant sections of Annex B. All observer data collected by Contracting Parties, CNCPs and PFEs shall be reported to the Secretariat by 31 May each year for the previous calendar year. Annex B will be reviewed by the Scientific Committee at its ordinary meeting in 2018 based on observer data provided.

### **Vessel Monitoring System Data**

#### *Implementation of Vessel Monitoring System*

14. Contracting Parties, CNCPs and PFEs shall ensure that all vessels flying their flag that are fishing in the Agreement Area are fitted with operational automatic location communicator (ALC) reporting back to the flag State.
15. Contracting Parties, CNCPs and PFEs shall ensure that ALC units on vessels flying their flag remain operational at all times while in the Agreement Area.
16. Contracting Parties, CNCPs and PFEs shall develop, implement and improve systems to maintain a record of all vessel position information reported through VMS systems and logbooks, in relation to vessels flying their flags while these vessels are in the Agreement Area, such that this information may be used to document vessel activity in the Agreement Area, and to validate fishing position information provided by those vessels.
17. Contracting Parties, CNCPs and PFEs are encouraged to share VMS data where it is requested from another Contracting Party, CNCP or PFEs in support of patrol or surveillance activities.

#### *Frequency and accuracy of position reporting*

18. Contracting Parties, CNCPs and PFEs shall ensure that:
- a. VMS position reports are transmitted from each vessel flying their flag:
    - i. at least once every 2 hours if fishing using trawling methods or if within 20nm of an exclusive economic zone boundary; or
    - ii. at least once every four hours in other circumstances.
  - b. Under normal satellite navigation operating conditions, positions derived from the data reported shall be accurate to within 100m; and
  - c. VMS position reports include at least the following information:

Category	Data	Remarks
Vessel information	Static unique	For example, FAO 3 alpha or 2 alpha, country code followed by national vessel registration number
Activity detail	Latitude	Position latitude (decimal degrees, to the nearest 0.01 degrees)
	Longitude	Position longitude (decimal degrees, to the nearest

		0.01 degrees)
Message	Date	Position date (UTC)
	Time	Position time (UTC)

### Data Verification

19. Contracting Parties, CNCPs and PFEs shall:
- a. ensure that fishery data are verified through an appropriate system of data verification mechanisms;
  - b. develop, implement and improve data verification mechanisms, which may include:
    - i. Position verification through vessel monitoring systems;
    - ii. Independent monitoring, including scientific observer programs and approved electronic observer programs,<sup>2</sup> to verify industry data on catch, effort, catch composition (target and non-target), discards and other details of fishing operations;
    - iii. Vessel trip, landing and transshipment reports; and
    - iv. Port sampling.
  - c. provide to the Scientific Committee, through their National Report, an annual data verification report which should provide information regarding their development and implementation of data verification mechanisms.

### Format for data submission

20. Contracting Parties, CNCPs and PFEs shall report all data required to be reported by this measure to the Secretariat in accordance with the formats described in this CMM, including its annexes.
21. Specifications for the submission of data:
- a. times, longitudinal/latitudinal information and units of measure are to be reported in accordance with the format described in Annex C;
  - b. Species are to be described using the FAO 3 letter Species Codes;<sup>3</sup>
  - c. Fishing methods are to be described using the International Standard Classification of Fishing Gear (ISSCFG - 29 July 1980) codes;<sup>4</sup> and
  - d. Types of fishing vessels are to be described using the International Standard Classification of Fishery Vessels (ISSCFV) codes.<sup>5</sup>

### Review

22. This CMM should be reviewed periodically by the Scientific Committee and the Meeting of the Parties, taking into account new information or data requirements as may be decided.

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<sup>2</sup> Approved electronic observer programs refers to those programs that meet the SIOFA agreed standard as has been reviewed by the Scientific Committee and approved by the Meeting of the Parties as being capable of meeting the data requirements in this CMM.

<sup>3</sup> [www.fao.org/fi/statist/fisoft/asfis/asfis.asp](http://www.fao.org/fi/statist/fisoft/asfis/asfis.asp)

<sup>4</sup> <http://www.fao.org/fishery/cwp/handbook/M>

<sup>5</sup> <http://www.fao.org/fishery/cwp/handbook/L>

# **Standards for the Collection, Reporting, Verification and Exchange of Data Annexes**

## **List of Annexes:**

**Annex A** - Vessel Catch and Effort Data

**Annex B** – Voluntary Observer Data

**Annex C** - Specifications for the Exchange of Data

## Vessel Catch and Effort Data

1. Contracting Parties, CNCPs and PFEs shall ensure that the following data on fishing activities are collected from all fishing vessels flying their flag in the Agreement Area:

<b>Data Set – Fishing activities</b>
<p><b>General (Trip)</b>  Vessel flag State (ISO 3-apha)  Name of vessel  International radio call sign (if any)  Vessel Registration number (flag State)  Lloyd's / IMO / IHS Fairplay Number (if allocated)  Vessel size: Gross Tonnage (Gross register tonnage may be used if GT is not available, or both)  Name of person filling in the data</p>
<p><b>Weight Conversion Factor</b>  Species  Processing type  Conversion factor = live weight/processed weight</p>
<p><b>Haul Information</b>  Intended Target species (FAO code)  Type of fishing (C)ommercial; (R)esearch; (S)urvey data  Haul ID number</p>
<p><b>Set Start date and Time</b> (Based on Coordinated Universal Time (UTC))  Recorded at start and end of fishing  For longline vessels - record at start and end of setting, in addition to start and end of haul  Date format (YYYY.MON.DD)  Time format (hh.mm)  Decimal degrees (WGS84 are to be used to describe locations)</p>
<p><b>Position at start and end of fishing</b>  Latitude  Longitude  Use N and S rather than + and –  Use E and W rather than + and –  For longline vessels – position is recorded at the start and end of setting  For Trawl fishing – for bottom trawl “start” is defined as when the groundrope is on the bottom, “end” is when the tow ends.  – for midwater trawl “start” is defined as when the fishing gear is at target fishing depth, “end” is when the tow ends.</p>
<p><b>Bottom Depth (m)</b>  As recorded at the start and end of fishing</p>
<p><b>Fishing / gear depth (m)</b>  As recorded at the start and end of fishing  For trapping/potting, Actual Fishing / gear depth (m) as recorded at start is required</p>
<p><b>Species retained</b>  Estimated catch retained on board by species (FAO species/group code/scientific name) in live weight (kg)</p>

**Species Discarded**

An estimation of the amount of living marine resources discarded by species if possible in live weight (kg)

**Incidental bycatch of marine mammals, seabirds, reptiles and 'other species of concern'**

Yes / No

For each species caught

- Species name
- Number alive
- Number dead or injured

2. Contracting Parties, CNCPs and PFEs shall ensure that the following gear-specific data on fishing activities, as applicable, are collected from all fishing vessels flying their flag in the Agreement Area.

**Data Set - Gear****Trawl**

Mesh Size (mm)

Trawl technique:

Type of trawl: (S)ingle, (D)ouble or (T)riple

**Longline**

Type of longline (Spanish, Trotline, Autoline)

Type of bait

Hook size (mm)

Hook spacing (m)

Hook code or make

Length of line (m)

Number of hooks set

Number hooks per cluster (if Trotline)

Number of hooks lost (attached to lost sections of line)

**Trap/Pot**

Pot type

Type of line: Dropline or longline

Length of line (m)

Pot spacing (m)

Number of pots set

Number of pots lost

Type of bait

**Dahn/Drop Line/ Handline**

Total number of hooks in the set

Number of hooks lost

Hook code or make

Type of leader used

Total number of line lifts in the set

Type of bait used



## Voluntary Observer Data

1. Contracting Parties, CNCs and PFEs shall endeavour, for all observed trips, to collect and provide to the Secretariat the data contained in this Annex in accordance with the format set out below.
2. Contracting Parties, CNCs and PFEs shall, where appropriate, ensure that observers are briefed and provided with documented length-frequency and biological sampling protocols and the specific priorities for the trip for the sampling activities documented below.
3. Contracting Parties, CNCs and PFEs shall endeavor to collect tissue, otolith and/or stomach samples in accordance with any research programs developed by the Scientific Committee.

<b>Data Set – Observer data</b>
<p><b>Trip Details</b></p> <p>Trip Number  Cruise details (start and end dates – YYYY.MON.DD)  Date report is generated (UTC)  Current vessel flag State (ISO 3-apha)  Name of vessel</p>
<p><b>Observer Details</b></p> <p>Observer name and ID  Nationality (ISO 3-apha)  Employing organisation  Contact name in organisation (Address/email/fax)  Boarding location (UNLOCODE, if applicable or Latitude/Longitude)  Boarding Date (UTC:YYYY.MON.DD)  Disembarkation location (UNLOCODE, if applicable or Latitude/Longitude)  Disembarkation date (UTC:YYYY.MON.DD)  Time Zone (UTC +/-)</p>
<p><b>Length Frequency Data</b></p> <p>Representative and randomly sampled length-frequency data shall be collected for the target species (FAO species code)  Where possible, representative and randomly sampled length-frequency data shall be collected for other main by-catch species.  Length data shall be collected and recorded at the most precise level appropriate for the species (cm or mm and whether to the nearest unit or unit below) and the type of measurement used (total length, fork length, or standard length) shall also be recorded.  Where possible, total weight of length-frequency samples should be recorded, or estimated and the method of estimation recorded  Where possible, Observers should determine and record sex of measured fish to generate</p>

length-frequency data stratified by sex

### **Biological Sampling**

Species

Length (mm or cm), with record of the type of length measurement used.

Skates and rays:

- maximum disk width shall be measured

Sharks

- Appropriate length measurement to be used should be selected for each species. As a default, total length should be measured.

Weight (kg)

Sex (male, female, immature, unsexed)

Maturity stage (and criteria/schedule used)

Gonad weight (g)

Otoliths

### **Incidental capture of seabirds, mammals turtles or 'other species of concern'**

The following data shall be collected for all seabirds, mammals, turtles and other species of concern caught in fishing operations:

- Species (identified taxonomically as far as possible, or accompanied by photographs if identification is difficult) and size
- Estimated species abundance around fishing vessel
- Species interactions with fishing gear
- Count of the number of each species caught per tow or set
- Fate of bycatch animal(s) (retained or released/discarded)
- If released, life status (vigorous, alive, lethargic, injured, dead) upon release
- If injured, what was the cause of injury?
- If dead, then collect information or samples for onshore identification in accordance with pre-determined sampling protocols. Where this is not possible, observers may be required to collect sub-samples of identifying parts, as specified in biological sampling protocols
  - Record the type of interaction (hook/line entanglement/warp strike/net capture/other) if other, describe
- Sex of each individual for taxa where this is feasible from external observation, e.g. pinnipeds, small cetaceans or Elasmobranchii species
- identify any circumstances or actions that may have contributed to the bycatch event? (E.g. tori line tangle, high levels of bait loss)

### **Tag Recoveries**

*The following data shall be collected for all recovered fish, seabird, mammal or reptile tags if the organism is dead, to be retained, or alive:*

- Name of observer
- Name of vessel
- International radio call sign (if any)
- Vessel flag State (ISO 3-apha)
- Collect, label (with all details below) and store the actual tags for later return to the tagging agency
- Species from which tag recovered
- Tag colour and type (spaghetti, archival)

- Tag numbers
- Date and time of capture (UTC)
- Location of capture (Lat/Lon, to the nearest 1 minute)
- Animal length / size (cm or mm) with description of what measurement was taken (such as total length, fork length, etc)
- Sex (F=female, M=male, I=indeterminate, D=not examined)
- Whether the tags were found during a period of fishing that was being observed (Y/N)

### **Hierarchies for Observer Data collection**

#### **Fishing Operation Information**

All vessel and tow / set / effort information.

#### **Reporting of Catches**

Record time, weight of catch sampled versus total catch or effort (e.g. number of hooks), and total numbers of each species caught

Identification and counts of seabirds, mammals, reptiles (e.g. turtles), sensitive benthic species and vulnerable species

Record numbers or weights of each species retained or discarded

Record instances of depredation, where appropriate

#### **Biological Sampling**

Check for presence of tags

Length-frequency data for Target species (FAO species code)

Basic biological data (sex, maturity) for Target species (FAO species code)

Length-frequency data for main by-catch species

Otoliths (and stomach samples, if being collected) for Target species (FAO species code)

Basic biological data for by-catch species

Biological samples of by-catch species (if being collected)

Take photos

### **For trawl fishing activities ONLY**

#### ***Gear details***

Net ID

Net type (ISSFCV)

Headrope length (m)

Groundrope length (m)

Bobbin diameter (cm)

Otterboard to wing length (m)

Horizontal Opening (m)

Vertical Opening (m)

#### ***Codend mesh***

Mesh size (cm), codend circumference (cm), Orientation

Mesh type (diamond, square, etc)

#### ***Otterboard***

Type, weight (kg)

#### ***Net design***

Net design description including make, model etc

**Trawl details**

Trawl Number

Gear

Trawl type: Research or Commercial (R/C)

Observed (Yes/No)

Target Species (FAO species code)

Date Start (YYYY.MON.DD)

Date Finish (YYYY.MON.DD)

Time net deployed (hh:mm)

Time net retrieved (hh:mm)

**Start and End Fishing**

(For Trawl fishing – “start” is defined as when the otterboard is on the bottom, “end” is when the tow ends )

Time (hh:mm)

Latitude

Longitude

Trawl Depth (m)

Bottom Depth (m)

**Other**

Offal discharged during shooting (Y/N)

Offal discharged during hauling (Y/N)

Trawl speed (knots)

Horizontal opening (m)

Total catch (kg)

**Observed catch composition**

Observer ID

Was Haul observed for fish/invertebrate by-catch (Y/N):

Record the total weight of all sub-samples for this shot (kg):

**Species**

FAO species code

Scientific name

Total retained catch weight (kg)

Total discarded catch weight (kg)

**Bycatch mitigation measures employed:**

Were bird scaring (tori) lines in use? (Yes/No)

Were bird bafflers in use? (Yes/No)

**Trawl warp strike (to be monitored for 15 minutes immediately after the net has been deployed).**

Trawl number

Name of observer

Start observation time (hh:mm)

End observation time (hh:mm)

**Number of heavy warp strikes (record for Albatross, Giant Petrels, White chinned petrels, Other petrels)**

Air  
Water  
Sinker

**Seabird abundance observation**

Seabirds present in observation area (y/n)  
Estimated numbers of abundance (by species)

**For Longline fishing activities ONLY**

**Longline Description**

Longline Type (FFSSCV)  
Period in which the gear was used (YYYY.MON.DD)  
Start and end date (YYYY.MON.DD)  
Target Species (FAO species code)

**Main Line**

Material  
Diameter (mm)  
Integrated Wt (g/m)

**Branch Lines**

Material  
Length (M)  
Spacing (m)

**Hooks**

Type  
Make  
Total length (mm)  
Shank (mm)  
Gape (mm)  
Throat (mm)  
Front length (mm)  
Usual setting position  
Line off bottom (m)  
Hooks off bottom (m)  
Method of baiting (manual/automatic)  
Automatic baiting equipment (make and model)

**Hook sinkers**

Size (g)  
Position from hook (mm)  
Offal dumping position (port, starboard, stern)  
longline setting position (port, starboard, stern)  
Offal dumping during hauling (never, occasionally, always)  
Propeller rotation direction (clockwise/anti-clockwise)  
Detail the weight and distance between the line weights for the longline system used

Single (Auto) Line (kg:m)  
Double (Spanish) Line (kg:m)  
Trotline (vertical droppers/trots attached to a mainline) (kg:m)

***General Streamer Line Description***

Vessel equipped with a streamer line (y/n)  
Number of streamer lines regularly set  
Streamer line position (port, starboard, stern)  
Streamer line length (m)  
Streamer length min/max (m)  
Attached height above water (m)  
Distance between streamers (m)  
Number of streamers  
Streamer design (single or paired)  
Aerial extent of line (m)  
Method used to assess aerial extent  
Streamer material  
Streamer line diameter (mm)  
Streamer colours  
Streamer line over bait entry position? (y/n/u)  
Distance from stern to bait entry point (m)  
Towed object (Y/N)  
Horizontal distance from bait entry point to streamer line (m)

***Daily setting observations***

Set Number (as referenced in catch and effort log)  
Set Type: Research or Commercial (R/C)  
Longline Type Code (FSSCV)  
Trotline cetacean exclusion device used (Y/N)  
Date of observation (YYYY/MON/DDy)

***Setting information***

Vessel setting speed (knots)  
Number sets unobserved since last set

***Start and End setting for each haul***

Date (YYYY/MON/DD)  
Time (hh:mm)  
Latitude  
Longitude  
Bottom Depth (m)  
Total length of longline set (km)  
Total number of hooks for the set

***For each Observation***

Start date (YYYY.MON.DD)  
Start time (hh:mm)  
End date (YYYY.MON.DD)  
End time (hh:mm)

***Details of Longline Setting***

Main line length (m)  
Number of hooks set  
Number of Baskets/Magazines Set  
Number of hooks per Basket/Magazine  
Percentage hooks baited  
Distance between branches (m)  
Distance of hooks off bottom (m)  
Bait species (FAO species code)  
Deck lights during setting (On, Off)  
Streamer lines used (Yes, No)  
Number of streamer lines used  
Offal dumping during setting (Yes, No)  
Bait entry position (Port, Starboard, Stern)

***Daily hauling observations***

Set number  
Date of observation (YYYY.MON.DD)

***Hauling Information***

Number of hooks observed for seabird and fish by-catch (tally period)  
Offal dumped during hauling (Yes / No)

***Gear lost***

Number of sections lost  
Number of hooks lost that were attached to lost sections of the longline  
Number of other hooks lost (excluding hooks attached to lost sections)

***Observed catch composition***

Was Haul observed for fish/invertebrate by-catch (Y/N):  
Estimate percentage of the haul observed for by-catch (%)

***Species***

Species code (FAO species code)  
Total retained catch weight (kg)  
Total discarded catch weight (kg)

***Species Retained***

Observed number retained  
Observed number retained with tags

***Species Discarded***

Observed number discarded  
Observed number discarded dead  
Observed number discarded alive

***Species Lost***

Observed number lost/dropped off at surface

**For Trapping/Potting Fishing Activities ONLY**

***Gear type***

pot type (with drawing)  
mesh size (mm)

***Funnel position***

orientation  
aperture (cm)  
number of chambers  
    Escape port present (y/n)  
dimensions (cm) of escape port

***Processing Details and Conversion Factors (CF)***

Haul Number  
Name of observer  
Species Code (FAO species code)  
Processing Code  
Length Range  
Min  
Max  
Number of individuals  
Live Weight (kg)  
Processed Weight (kg)  
Grade  
Conversion Factor

***Set and haul details***

Set Number  
Date of observation YYYY.MON.DD)  
Set Type: Research or Commercial (R/C)  
Target species (FAO species code)  
Offal dumped during setting (Yes / No)  
Offal dumped during hauling (Yes / No)

***Start and End setting. Repeat for hauling***

Date (YYYY.MON.DD)  
Time (:mm)  
Latitude  
Longitude  
bottom depth (m)

***Gear Details***

Length of line (m)  
Type of line  
Pot spacing (m)  
Bait type

***Setting***

number of pots set  
number of pots observed

***Hauling***

number of pots hauled



number of pots observed

**Observed interactions with birds or marine mammals**

Species Code (FAO species code)

**Setting**

Abundance (500m radius)

Gear interaction (y/n)

**Hauling**

Abundance (500m radius)

Gear interaction (y/n)

**Observed catch composition**

Name of observer

Was Haul observed for fish/invertebrate by-catch (Y/N):

Estimate percentage of the haul observed for by-catch (%):

**Number of pots observed for by-catch:**

Species Code (FAO species code)

total retained catch weight (kg)

total discarded catch weight (kg)

**Species Retained**

observed number retained

observed number retained with tags

**Species Discarded**

observed number discarded

observed number discarded dead

observed number discarded alive

**Species Lost**

observed number lost/dropped off at surface

**For Dahn/Dropline fishing activity ONLY**

**Dahn/Dropline Description**

Line Type

Period in which the gear was used (YYYY.MON.DD) Start and end date

Target species (FAO species code)

**Main Line**

Material

Diameter (mm)

Integrated Wt (g/m)

**Hooks**

Type

Make

Total length (mm)

Shank (mm)

Gape (mm)  
Throat (mm)  
Front length (mm)  
Usual setting position  
Line off bottom (m)  
Hooks off bottom (m)  
Method of baiting (manual/automatic)  
Automatic baiting equipment (make and model)

***Offal***

Offal dumping position (port, starboard, stern)  
offal dumping during hauling (never, occasionally, always)  
Propeller rotation direction (clockwise/anti-clockwise)

***General Streamer Line Description***

Vessel equipped with a streamer line (y/n)  
Number of streamer lines regularly set  
Streamer line position (port, starboard, stern)  
Streamer line length (m)  
Streamer length min/max (m)  
Attached height above water (m)  
Distance between streamers (m)  
Number of streamers  
Streamer design (single or paired)  
Aerial extent of line (m)  
Method used to assess aerial extent  
Streamer material  
Streamer line diameter (mm)  
Streamer colours  
Streamer line over bait entry position? (y/n/u)  
Distance from stern to bait entry point (m)  
Horizontal distance from bait entry point to streamer line (m)

***Details of Dahn/Dropline/Handline Setting***

Main line length (m)  
Number of hooks set  
Percentage hooks baited  
Distance between branches/snoods (m)  
Distance of hooks off bottom (m)  
Bait species  
Bait size  
Bait proportion  
Deck lights during setting (On, Off)  
Streamer lines used (Yes, No)  
Number of streamer lines used  
Offal dumping during setting (Yes, No)  
Daylight period  
Moonlight  
Bait entry position (Port, Starboard, Stern)  
Vessel setting speed (knots)

***Start and End setting. Repeat for Start and End of hauling***

Date (YYYY.MON.DD)

Time (hh:mm)

Latitude

Longitude

Bottom Depth (m)

***Gear lost***

Number of sections lost

Number of hooks lost that were attached to lost sections of the dahn/dropline

Number of other hooks lost (excluding hooks attached to lost sections)

***Observed catch composition***

Observer ID

Was Haul observed for fish/invertebrate by-catch (Y/N):

Estimate percentage of the haul observed for by-catch (%)

Species (data shall be collected for each observed species)

Species code (FAO species code)

total retained catch weight (kg)

total discarded catch weight (kg)

***Species Retained***

observed number retained

observed number retained with tags

***Species Discarded***

observed number discarded

observed number discarded dead

observed number discarded alive

***Species Lost***

observed number lost/dropped off at surface

**Interactions with Vulnerable Marine Ecosystems (VME)**

**General information**

Name of observer

Name of vessel

Date

Trip number

Set number

**VME location**

Start and end positions of all gear deployments and/or observations. (Latitude/longitude)

Depth(s) fished (m)

**Fishing Gear**

Indicate fishing gears used at each location

**VME Taxa**

a) Species (identified taxonomically as far as possible, or accompanied by a photograph where

identification is difficult).

b) An estimate of the quantity (weight (kg) or volume (m<sup>3</sup>)) of each listed benthic species caught in the tow.

c) An overall estimate of the total quantity (weight (kg) or volume (m<sup>3</sup>)) of all invertebrate benthic species caught in the tow.

d) Where possible, and particularly for new or scarce benthic species which do not appear in ID guides, whole samples should be collected and suitably preserved for identification on shore.

5) Collect representative biological samples from the entire VME catch. (Biological samples shall be collected and frozen when requested by the scientific authority in a Contracting Party). For some coral species that are under the CITES list photographs should be taken.

## Specifications for the Exchange of Data

1. Coordinated Universal Time (UTC) shall be used to describe times, using the following submission format: YYYY-MON-DDThh:mm:ss where:
  - a. YYYY - represents a 4-digit year e.g. "2007"
  - b. MON - represents a 3-character month abbreviation e.g. "APR"
  - c. DD - represents a 2-digit day e.g. "05"
  - d. T - is a space separator
  - e. hh - represents hours based on the 24hr clock (length = 2 digits) e.g. "16"
  - f. mm - represents minutes (length = 2 digits) e.g. "05"
  - g. ss - represent seconds (length = 2 digits) e.g. "00"

### Example

2003-JUL-17T13:10:00 = 1.10pm (1310h), 17 July 2003

2. Decimal degrees (WGS84) are to be used to describe locations.
3. The following standard shall be used for the submission of latitudinal/ longitudinal information:
  - a. Northern latitudes and eastern longitudes should be indicated by the use of [unsigned] positive decimal degree values
  - b. Southern latitudes and western longitudes should be indicated by the use of negative decimal degree values

Latitude - Degrees: Represented as positive (unsigned) or negative numbers from 0 to 89.99	E.g. If value = 83.2, this means <b>83.2° N</b> E.g. if value = -83.2, this means <b>83.2° S</b>
Longitude – Degrees: Represented as positive (unsigned) or negative numbers from 0 to 179.99	E.g. If value = 83.2, this means <b>83.2° E</b> E.g. if value = -83.2, this means <b>83.2° W</b>

4. Metric units of measure be used, specifically:
  - a. Tonnes or kilograms are to be used to describe catch weight
  - b. Metres are to be used to describe height, width, depth, beam or length
  - c. Cubic metres are to be used to describe volume
  - d. Kilowatts are to be used to describe engine power