2nd Meeting of the Southern Indian Ocean Fisheries Agreement (SIOFA) Scientific Committee

13-17 March 2017, Saint Denis, La Reunion

SC -02 -03 [01]

Proposed SIOFA Scientific Committee Report Terminology

Relates to agenda item: 3   Working paper ☒   info paper ☐

Scientific Committee Chair

Abstract

The third Meeting of the Parties requested that the Scientific Committee develop a guide to assist the Meeting of the Parties interpret the terminology used in Scientific Committee reports to ensure that the nature of the advice provided is clearly understood. A draft has been developed based on the Indian Ocean Tuna Commission's Scientific Committee's guide and intersessional comments incorporated.

Recommendations *(working papers only)*

1. That the Scientific Committee adopt the proposed SIOFA Scientific Committee Report Terminology

<div align="center">**Proposed SIOFA Scientific Committee Report Terminology**</div>

Dr Ilona Stobutzki, SIOFA Scientific Committee Chair

Introduction

The third Meeting of the Parties requested that the Scientific Committee develop a guide to assist the Meeting of the Parties interpret the terminology used in Scientific Committee reports to ensure that the nature of the advice provided is clearly understood (SIOFA 2016, paragraph 11). The Meeting of the Parties suggest that the Scientific Committee consider the Indian Ocean Tuna Commission's (IOTC) guide as a potential model.

Below is a proposed SIOFA Scientific Committee Report Terminology for consideration by the second meeting of the Scientific Committee. This draft was based on the IOTC Scientific Committee guide to SC report terminology (IOTC SC16, Appendix IV, http://www.iotc.org/documents/report-sixteenth-session-iotc-scientific-committee). The draft was circulated to SIOFA Scientific Committee contacts intersessionally for comment and all comments received have been incorporated.

Proposed
SIOFA SCIENTIFIC COMMITTEE REPORT TERMINOLOGY

Level 1: From the Scientific Committee to the Meeting of Parties:

RECOMMENDED, RECOMMENDATION: Any conclusion or request for an action to be undertaken, from the Scientific Committee to the Meeting of Parties, which is to be formally provided to the Meeting of Parties for its consideration/endorsement. The intention is that the Meeting of Parties will consider the recommended action for endorsement under its own mandate. Ideally this should be task specific and contain a timeframe for completion.

Level 2: From the Scientific Committee to a Contracting Party, the SIOFA Secretariat, or other body (not the Meeting of Parties) to carry out a specified task:

REQUESTED: This term should only be used by the Scientific Committee if it does not wish to have the request formally adopted/endorsed by the Meeting of Parties. For example, if the Scientific Committee wishes to seek additional input from a Contracting Party on a particular topic, but does not wish to formalise the request beyond the mandate of the Scientific Committee, it may request that a set action be undertaken. Ideally this should be task specific and contain a timeframe for the completion.

Level 3: General terms to be used for consistency:

AGREED: Any point of discussion from a meeting which the Scientific Committee considers to be an agreed course of action covered by its mandate, which has not already been dealt with under Level 1 or level 2 above; a general point of agreement among delegations/participants of a meeting which does not need to be considered/adopted by the Meeting of Parties.

NOTED/NOTING: Any point of discussion from a meeting which the Scientific Committee considers to be important enough to record in a meeting report for future reference.

RECALLED: To bring back from memory, remember decisions taken in the past that still need action or could serve as the basis of new request.

Any other term: Any other term may be used in addition to the Level 3 terms to highlight to the reader the importance of the relevant paragraph. However, other terms used are considered for explanatory/informational purposes only and shall have no higher rating within the reporting terminology hierarchy than Level 3, described above (e.g. **CONSIDERED**; **URGED**; **ACKNOWLEDGED/ RECOGNISED; SUGGESTED**).