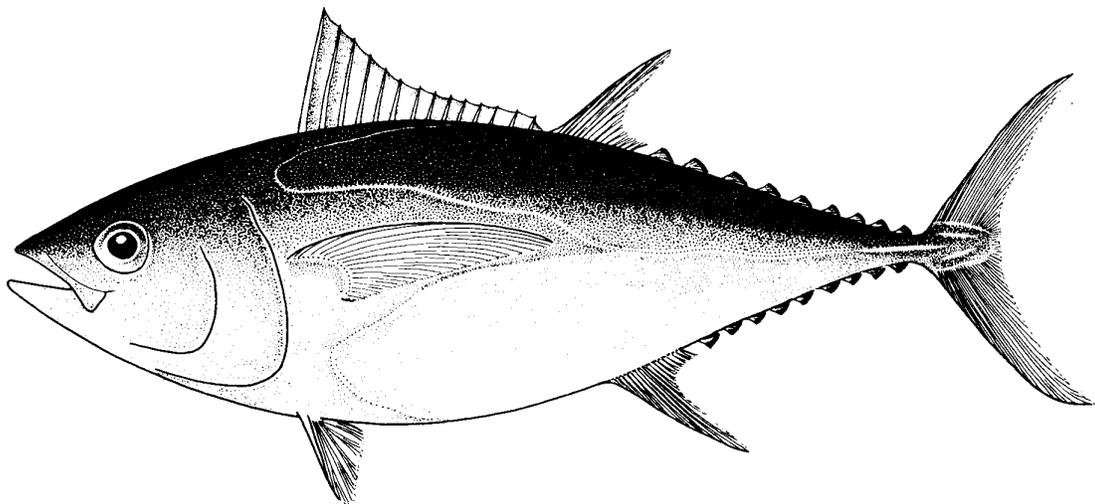


REPORT OF MEETING

AD HOC MEETING ON TUNA FISHERIES DATA COLLECTION FORMS

11-14 December 1995
Brisbane, Queensland
Australia



Oceanic Fisheries Programme
South Pacific Commission
Noumea, New Caledonia



Forum Fisheries Agency
Honiara
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1. PRELIMINARIES

1.1 Opening Address

1. Mr Sam Taufao welcomed the participants on behalf of the Director of the Forum Fisheries Agency (FFA). In his opening address, Mr Taufao mentioned the significance of tuna fisheries data collection in the region and the importance of the role that FFA and the South Pacific Commission (SPC) have in developing and implementing a set of standardised vessel catch logsheets and observer forms for use by Pacific island member countries.

1.2 Appointment of Chairman and Rapporteurs

2. Mr Taufao assumed the chair. Mr Peter Williams and Mr Tim Jones were appointed as rapporteurs.

1.3 Statement of Objectives

3. SPC and FFA confirm their commitment to improve the quality, accuracy and timeliness of tuna fisheries information. SPC focuses on research and monitoring while FFA is concerned with management. The information collected through catch and effort logsheets, observer forms, and port sampling forms, is essential to the work programmes of both organisations. It is in the best interests of the region to enhance the value of this information, and both FFA and SPC can contribute to this enhancement by cooperating in the development of data collection forms.

4. In the past, tuna fishery data collection forms have been developed in an ad-hoc fashion, with the result that there is now a plethora of catch and effort logsheets in use in the region. In order to minimise the number of forms, and thereby reduce the complexity of data collection, processing and analysis, SPC and FFA have organised the present meeting to develop standardised tuna fishery data collection forms, for use by both organisations and, whenever possible, their member countries and territories.

2. CATCH AND EFFORT LOGSHEETS

2.1 Introduction

5. Mr Tim Lawson provided an overview of the development of the SPC logsheets, referring to Oceanic Fisheries Programme (OFP) Internal Report 28½, “A Review of Catch and Effort Logbooks for Longline, Pole-and-Line and Purse Seine”.

2.2 Purse-Seine Logsheets

6. The meeting reviewed the current SPC-developed purse seine logsheet in detail, referring to other logsheets currently in use, notably the US Multilateral Treaty (US MLT) Purse-Seine Catch Report Form and the FSM Arrangement Logsheets.

7. The following are the significant issues that were discussed during this review:

- It was agreed that the word “logsheets” best describes the catch and effort data collection forms and this standard should be adopted throughout. This replaces the previous descriptions of forms as “logbooks” and “catch report forms”.

- The clause in the top left-hand corner of the logsheet indicating the organisations responsible for the ongoing development and modifications of the logsheets was thought to be useful and would be “SPC/FFA”. In the future, it is believed that this might possibly be replaced by a committee to be established to oversee tuna fishery management and scientific advisory issues for the region.
- It was agreed that, while unique serial numbers would not be included on the catch and effort logsheets, their importance is acknowledged in providing security and a means of checking where there may be missing logsheets for a trip, as has been the case with the US Multilateral Treaty catch report forms. The inclusion of “Page ___ of ___” in the top right-hand corner of each logsheet was thought to alleviate the latter of these concerns.
- It was thought that the meeting should strive to produce a suitable form that will be used on A4 stationery, or at the least, legal stationery. It was acknowledged that there are currently problems in some Pacific island member countries that do not have the facility to photocopy the current A3 forms. Although not strictly relevant to the meeting, it was noted that promoting the notion that books of logsheets can be produced with carbon-copies would be a selling point to fishermen.
- The inclusion of ‘vessel nationality’ (as opposed to the country of registration, which is sometimes a flag of convenience) was considered too imprecise a term for the fishing vessel to complete. For example, some vessels have registrations from countries outside the region, but fish with a fleet from another country within the region. For vessels that are registered under flags of convenience, the ‘vessel nationality’ is currently determined after review of information, such as where the vessel is based, the nationality of the ownership and crew, the nature of any joint-venture arrangement, etc. Therefore, it was agreed that ‘vessel nationality’ is best left off the form; rather, it should be determined when the logsheets are received at SPC/FFA offices.
- Position to the nearest thousandth of a minute was included mainly for compliance purposes. With the introduction of Vessel Monitoring Systems (VMS) in the region and the fact that all purse-seine vessels have Global Positioning Systems (GPS) on-board, this level of reporting has been requested in order to reconcile with other sources of data.
- Regarding the proposal that all times on logsheets be reported in Universal Time Coordinates (UTC), also known as Greenwich Mean Time (GMT), the meeting acknowledged the concerns that had been expressed over the potential confusion to the fishermen, particularly in domestic fleets. However, the meeting agreed that the use of UTC should be implemented since it is the only means by which precise times can be established. The alternatives, either local time or ship’s time, were considered to be imprecise. Further, it was noted that having some times reported in UTC and some in local time, or providing a box that would allow for either local or UTC to be completed, would probably cause even more confusion. In defence of the implementation of UTC, the meeting noted that, (a) most, if not all, vessels have a GPS on-board which can readily provide the UTC time, (b) it is impossible to reconcile, for example, VMS data with logsheet data if the times on logsheets are not standardised, and (c) all vessel telex reporting has been conducted in UTC for a number of years, so some familiarity with this type of reporting already exists with fleets in the region. In considering the introduction of UTC reporting on logsheets, the meeting acknowledged that there would be a transition period and that the level of the problems involved should be monitored and reviewed at the end of 1996.
- The ‘Set Stop Time’, while considered potentially useful for certain analyses, was removed due to the possibility of some confusion for the fishermen in completing this information when a set might extend past UTC 00:00 hours and thus involve a change of date.

- On the subject of units of weight, the meeting noted the concerns expressed by Mr Al Coan, Leader, Multispecies Data Collection and Evaluation Program, United States National Marine Fisheries Service (NMFS), in his correspondence with FFA regarding the use of metric tonnes for recording the weight of the catch for all fleets; the American purse-seine fleet currently records catches in short tons. It was agreed that the use of a box on the form, where the units of weight could be selected, may be more confusing. The meeting noted that, with the introduction of the standardised form, with all catches recorded in metric tonnes, careful monitoring of unloadings data for the American purse-seine fleet, and comparisons with logsheet data, would be required. As with the introduction of UTC reporting, the meeting acknowledged that there would be a transition period and that the problems encountered should be monitored and reviewed at the end of 1996.
- The meeting noted that the current form did not adequately cater for the recording of by-catch and discards, and there has typically been poor reporting of these items in the past. It was agreed that some efforts should be made to promote better reporting in these areas, with the possible introduction of a separate data collection form for by-catch and discards in the future.
- The meeting noted the usefulness of recording well transfers on the purse-seine logsheet as an aid to port sampling work. However, given the apparent high frequency of well mixing and transfers on Taiwanese and other vessels, it was suggested that the recording of well transfers be deferred until further knowledge of the nature and frequency of this activity is obtained for each fleet, through observer data collection. It may be necessary to provide a separate form at a later date, if the requirement is considered important enough.
- It was noted that, by definition, a vessel trip ends when a vessel enters a port to unload some or all of its catch. This would require that a new trip begins if the vessel departs the port after partial unloading had occurred, even if it is to merely transit to another port to complete unloading. It was suggested that the instructions of the logsheets should clearly indicate such circumstances.
- The meeting noted that there were some concerns over the current concept of the activity codes for the purse-seine forms. At present, one line of the logsheet is completed for each set, or, if no fishing sets are made during the day, one line is completed for the entire day. Several alternatives, such as recording one line for each activity during the day (searching, setting, transit, etc.), were proposed, in order to collect data for use, for example, in constructing more refined estimates of catch rates, such as ‘metric tonnes per hour searched’. However, the meeting concluded that it would not be appropriate to collect more detailed data concerning vessel activities on the logsheet, because to do so properly would almost certainly entail completing one page for each day at sea. Rather, more detailed data on vessel activities were considered to be best collected by observers. Therefore, the meeting decided not to alter the current manner in which the purse-seine logsheet is completed.
- The activity code for ‘Part of a day searching without a set’ was removed, since it had been found to be of little use, whereas ‘Net cleaning set’ was added to the activity codes. There was some concern that the Asian fleets may have some difficulties with the description of “Net cleaning set”, an activity code previously only used on logsheets used by American vessels.
- Mr Coan, in his correspondence to FFA, suggested that the previous codes — for activities, school associations and reasons for discarding — should be retained so that this would cause less confusion for captains who had become used to the current logsheets. For new activities, school associations and reasons for discarding, he suggested that the numbers for new codes could then be added sequentially, after the last of the existing codes. While the meeting acknowledged the

advantage of this suggestion, it was considered that renumbering the codes so that they are in a logical sequence, rather than adding new codes to the end of the list, would make them easier to use in the long run. Further, it was noted that the codes were, in fact, clearly visible on the form, and thus there should not be significant problems of misreporting.

- It was agreed that the instructions should take the form of (a) a booklet that would provide in-depth descriptions of the fields to be recorded, with examples of completed logsheets, aids for species identification, etc, and (b) a condensed instruction sheet that would form the front cover of the book of logsheets.

8. The standard South Pacific Regional Purse-Seine Logsheets, and instructions, agreed on by the meeting are presented in Appendix 2.

2.3 Longline Logsheets

9. The meeting reviewed the current SPC-developed longline logsheet in detail, referring to modifications that had been made to arrive at the standardised purse-seine logsheet, described in the agenda item 2.2.

10. The following are the significant issues that were discussed during this review:

- The meeting considered whether longline gear attributes (i.e. length of branchline, length of floatline, length of mainline between floats, and hooks per basket) should be included on the form. These items are included on certain longline forms currently in use, where they are usually found in Block One, Vessel Identification and Trip Information. In the past, this information has been considered to be an indicator of fishing depth, and it has therefore been used to stratify longline catch and effort data. However, the meeting concluded that it would not be appropriate to include these items for the following reasons. On the basis of comments made by the participants with recent longline observer experience, it was noted that, for most fleets active in the region, the gear configuration usually varies between sets, and that the gear attributes usually vary within a set. It was therefore considered inappropriate to collect information on gear attributes either in Block One, where they are supposed to refer to the entire trip, or in Block Two, where they would refer to each set. More detailed information would need to be collected in order to accurately monitor the gear configuration for each set. However, it was considered that this would be impractical, due to lack of space on the logsheet. Further, it was also considered that the captains should not be required to provide imprecise information, such as gear attributes which supposedly refer to the entire trip, but which are known to vary both between and within sets. The question was raised as to whether fishing practices in the region have changed over time, such that information on gear attributes referring to an entire trip may no longer be as meaningful as it may have been in the past.
- Even though the pole-and-line and purse-seine logsheets require position reporting to thousandths of a minute, the meeting agreed that position reporting on the longline logsheet (i.e. start set position or 01:00 UTC position) would be to the nearest minute of latitude and longitude only. The reasons for coarser resolution with position reporting on the longline logsheet are (a) only one position is taken for a longline set that may, in fact, extend over several degrees, so this position is not necessarily representative of where fishing has taken place, and (b) space on the form is limiting and, as catch reporting is of prime importance, the meeting agreed to reduce the size of the position fields and allocate this space to the catch fields.
- The question of partial unloadings from longline vessels was raised. Unfortunately, there was no information available to determine the frequency of partial unloadings and possible steaming to

other ports to finish unloading. As this was the case, the logsheet was left as is, with the assumption that full unloading always occurs at the one port. The meeting agreed that during the coming year, port samplers would be asked to investigate and provide information which may determine the extent of partial unloadings for longline vessels.

- In the past, it has not been clear whether whole weight or processed weight (gilled-and-gutted weight, headed-and-tailed weight, etc) have been recorded on logsheets. The instructions should indicate that the recording of both the number of fish and whole weight are mandatory. However, weighing scales are not available on a majority of the small longline vessels operating in the region, and thus, either the weight is left blank or estimates of weight are provided. The meeting felt that the recording of accurate whole weights should be promoted and enforced.
- The instructions should indicate that shark discards include sharks that have been finned and the trunk discarded.
- In the past, information on discards has usually been collected in two columns, one for discards of all tuna species combined, and another for discards of all other species combined. In order to improve estimates of total removals of the target species, it was decided to include columns for discards of albacore, bigeye and yellowfin. The meeting agreed that there was not enough space on the form to adequately record discards of by-catch species. While columns for the names, numbers caught and weight caught, of by-catch species, was included on the revised form, the meeting noted that the reporting of retained and discarded by-catch would perhaps be made easier by having a separate form for that purpose. This would be reviewed at the next meeting of the group.
- The meeting noted that the new form requires the recorder to fill in the day of the month, whereas the longline logsheets currently in use have 31 lines, one for each day of the month.

11. The standard South Pacific Regional Longline Logsheet, and instructions, agreed on by the meeting are presented in Appendix 2.

2.4 Pole-and-Line Logsheet

12. The meeting reviewed the current SPC-developed pole-and-line logsheet in detail, referring to modifications that had been made to arrive at the standardised purse-seine and longline logsheets, described in the agenda items 2.2 and 2.3, respectively.

13. The following are the significant issues that were discussed during this review:

- The meeting noted the problem in recording the activity when the vessel is searching with no bait onboard, which sometimes happens when a vessel is in transit, but crew continue to sight schools of tuna. Searching with no bait onboard should not be considered a day of fishing effort, since there is no possibility of chumming a school after it is sighted. Several alternative activity codes were considered; however, the problem was resolved by adding a column entitled “Bait on-board (Y/N)”. In the event that a vessel has recorded the activity as ‘A day fishing or searching’, but no fish have been caught, then the day will be considered a day of fishing effort only if a ‘Y’ has been recorded in the bait column.
- The meeting also noted that there is provision for recording the schools sighted and schools chummed, and baiting information, on other pole-and-line forms used currently in use. It was considered that this information may not be of sufficient use to warrant its inclusion on the

standardised form. However, it was agreed that this information would be reviewed and its importance for inclusion would be the subject of future revisions.

14. The standard South Pacific Regional Pole-and-Line Logsheet, and instructions, agreed on by the meeting are presented in Appendix 2.

3. OBSERVER DATA COLLECTION FORMS

3.1 Introduction

15. Mr Karl Staisch and Mr Peter Sharples gave a brief overview of existing observer data collection forms used throughout the region.

16. FFA have conducted an observer programme for the US Multilateral Treaty since 1988. During this time, a set of observer data collection forms have been developed and maintained by FFA. There have been several revisions made to these forms, normally in conjunction with observer training courses, although more recently, through a dedicated consultancy established to review the observer data collection requirements.

17. The SPC longline data collection forms have evolved over the years with the benefit of experience of observer data collection programmes conducted by the Australian Fisheries Management Authority (AFMA), the FFA US MLT Programme, the Micronesian Maritime Authority (MMA), the New Zealand Ministry of Agriculture and Fisheries (MAF), and trips conducted by SPC staff. The current set of SPC observer data collection forms have been based primarily on the forms used by MMA observers during the past three years; SPC staff were directly involved in the initial design of these forms. The current SPC observer forms have been used on a provisional basis during the past year, and advice has been recently sought on observer data collection requirements from SPC scientists and other relevant users of the data.

18. Substantial cooperative work was expected by the FFA and SPC observer programmes in the coming years, and it was noted that one set of standard forms were essential to future observer programmes throughout the region.

3.2 Purse-Seine Observer Forms

3.2.1 General Information Form

19. The meeting reviewed the current US MLT Observer 'General Information' Form in conjunction with the SPC Observer Purse Seine Trip Information Form.

20. The following are the significant issues that were discussed during this review:

- It was noted that a substantial amount of information on this form was available from the FFA Regional Register and could be verified by the observer. It was suggested that a more preferred method to verify vessel characteristics would be to provide the observer with a report of the vessel characteristics from the Regional Register, which could then be checked off during the trip.
- As the nature of brine and freezer wells in the catch storage plan was not clear to the participants of the meeting, it was suggested that the instructions should direct the observer to record such details in the comments section of the relevant table. This information was thought to be of increasing

importance in view of the development of a purse-seine sashimi industry. It was hoped that relevant information would be available for the next meeting so that specific data collection requirements could then be applied to this form.

- The amount of detail required to adequately report mesh size of net, webbing, etc, was considered too cumbersome for observer data collection, particularly in view of the establishment of data collection with national observer programmes. As such, this was removed from the standardised form. Nonetheless, the requirement for this information will be investigated during the coming year.
- The new standard Observer Form 1 incorporates part of the US MLT Observer Form 5, which provides a trip summary check list for the observer.

21. The new standard Purse-Seine Observer Form 1 - General Information, with instructions, agreed on by the meeting are presented in Appendix 3.

3.2.2 Daily Log Form

22. The meeting reviewed the current US MLT Observer Form 3 - Daily Report Form in conjunction with the SPC Observer Purse Seine Daily Log Form.

23. The following are the significant issues that were discussed during this review:

- The SPC-developed daily log form requires that changes in discrete activities are recorded during the day. The US MLT Observer Form 3 caters for activities at three specific times of the day. The meeting decided to adopt the daily log form, as it would provide higher resolution. There were concerns expressed that not all observers would be up on deck for the duration of the day and, hence, changes in activity during the day would not be recorded. However, it was agreed that occurrences of this would be apparent in the observer reporting, and that training should address such potential problems.
- The value of the vessel sightings log was noted and, given its importance, a separate section should be allocated to this type of data collection (see “Special Event Log”).
- The meeting suggested that a column requiring the EEZ should be added to the daily log, so that completion of this field is required with each change of activity. This would ensure that the observer is aware which country’s waters they were fishing at any given point of time, a requirement usually associated with compliance reporting.

24. The standard Purse-Seine Observer Form 2 - Daily Log, and instructions, agreed on by the meeting are presented in Appendix 3.

3.2.3 Set Details Form

25. The meeting reviewed the current US MLT Observer Form 2, in conjunction with the SPC Observer Set Details Form. These two forms have collected similar information in the past and, as such, much of the discussion was centred on ensuring that an efficient and simple format was made available.

26. The following are the significant issues that were discussed during this review:

- An important objective of this form was to collect quantitative values of yellowfin tuna discards by size range. Suitable modifications to this form were made to ensure this particular data collection requirement was fulfilled. The instructions will explicitly describe the size categories required for each species.
- During the discussion, it was thought necessary to define the point in the set at which time any catch that has been returned to the sea is considered to be discards, versus escapees. Any removals of catch after the net is pursed, are considered to be discards. Catch removed or escaped before the net is fully pursed is considered to be escaped catch.
- The inclusion of “Begin net roll/net stacking” and “Begin form sack” in the set detail form was not clear and, as such, was removed. However, it was agreed that the requirement for these fields would be investigated during the coming year and reviewed at the next meeting.
- The instructions for the “Comments” section of this form should have specific guidelines, especially with regards to adverse setting conditions and failed sets. These will be in the form of questions similar to the questions that have come from US MLT Form 2.
- The importance of tag recoveries justifies the addition of a specific box on the form to indicate that tagged fish were recovered in this set. The details should then be completed on specific tag recovery forms and/or in the observers diary.

27. The standard Purse-seine Observer Form 3 - Set Details, and instructions, agreed on by the meeting is available in Appendix 3.

3.2.4 Well Loading Form

28. The meeting reviewed the current US MLT Observer Well loading log, and agreed that this should be included in the set of data collection forms used by the observer. Information on this form is useful to port sampling work, and should provide a better understanding of the frequency of well transfers on vessels of Asian fleets, information that is not clearly understood at this stage.

29. The standard Purse-Seine Observer Form 4 - Well Loading Log, and instructions, agreed on by the meeting are presented in Appendix 2.

3.2.5 Length Frequency Form

30. The meeting reviewed the current US MLT Observer Form 2a, in conjunction with the SPC Observer Length Frequency Form. The meeting adopted the SPC version of this form with minor modifications (see Appendix 2).

31. There was considerable discussion related to the sampling protocol, and what was feasible to expect from the observer, particularly since it was hoped that these forms would be used by national observer programmes throughout the region. It was decided that, for the coming year, a simplified protocol would be used; that is, a requirement that five fish per brail be sampled during the brailing period. This protocol would be monitored during the year and reviewed at the next meeting.

3.2.6 Special Forms

32. Due to the importance of various possible incidences relating to compliance occurring during an observer cruise, the meeting decided to create specialised forms such that specific compliance-related

reporting could be achieved without necessarily involving observers that conduct strictly scientific-related cruises. These forms includes a fish transfer log, a vessel and aircraft sighting log, a vessel compliance log, and a vessel trip compliance record. As input was sought by FFA staff not present at this meeting, these forms were not completed by the closing of the meeting; however, the intention was that they will be completed in the week subsequent to the meeting (see Appendix 3).

3.2.7 Catch Details Form

33. This form is identical to the standard South Pacific Regional Purse-Seine Catch Logsheet completed by the vessel captain. The purpose of this form is to give the observer a means of summarising his or her data and comparing them to the captain's log prior to disembarking at the end of a cruise. The meeting decided that the form would be identical to the catch logsheet; however, it will have some identifying mark (stamp or overprint) to clearly indicate that it is for observer data collection purposes only.

3.3 Longline Observer Forms

34. The longline forms reviewed were the SPC-developed Trip Information Form, the Set Information Form, the Hauling Information Form and the Catch Monitoring Form.

35. The philosophies employed in the development of the purse seine observer forms were used in review of the longline forms. Overall, few conceptual changes were made to the original SPC-developed forms, and the resultant set of forms can be found in Appendix 4.

3.3.1 General Information Form

36. Minor changes suggested in the meeting include:

- specific information on make and model of fishing gear will no longer be requested;
- observers will now be asked specifically for details on bathythermograph equipment;
- observers will now be asked for crew nationality details; and
- observers will now be asked to record telephone and facsimile numbers.

3.3.2 Set Information Form

37. Data collected on this form remains relatively unchanged. Issues discussed were:

- **Depth of fishing.** The captain's estimate of fishing depth versus fishing depths calculated from branchline lengths were considered useful comparisons. As such, it was decided to continue collecting branchline lengths, but in a table modified to collect categories of branchline lengths, which were considered representative of the different categories of longline fleets operating in the region.
- **UTC versus ship's time.** As observers often work long hours and utilise the assistance of crew at times when they are off deck, it was considered appropriate that all times should be recorded as ship's time. However, in order to standardise both ship's time and date with UTC time and date, these fields will have to be recorded at the start of each day that a set is made.
- **Resolution of position data.** New forms will ask for positions to be recorded every half hour and environmental conditions to be collected every hour. While the meeting acknowledged that this was probably too high a degree of resolution, it was considered useful to analyses of the setting layout of the large number of smaller sashimi longliners now operating in the region.

- **Soak Time.** Although soak time is often sleep time for an observer, the meeting decided there was a need to collect some information on environmental conditions during soak time, and a section has been included in the form to encourage this.

3.3.3 Haul Information Form

38. As the set start date and set start time will be identifiers for set and subsequent haul operations for a vessel, “Ship’s Set Date” and “Ship’s Set Time” will be recorded in the header of this sheet. Other than this requirement, there were no significant alterations made to this form.

3.3.4 Catch Monitoring Form

39. Minor changes were made to this form after considerable discussion. Points of discussion included:

- The meeting suggested the inclusion of the code “I” for “indeterminate” in the sex codes field instead of “U” for “unknown”. This implementation caters for the situation where the observer was not able to determine sex, despite inspecting gonads, and is distinct from the situation where the observer was unable to inspect the gonads, in which case the field should be left blank.
- Although information on hook number is considered useful to analyses on species catch by depth, there was considerable debate as to whether its inclusion justifies the additional burden on observers. The meeting agreed to maintain this field in the catch monitoring form, even though it was acknowledged that it would not be used by some observers.
- There was considerable debate on the use of the term “Fate Code”. This field has had different definitions in the past, and there was concern that combining the fate of catch, in terms of discard or retained, with fate, in terms of method of processing applied, may cause confusion. The meeting decided to keep the existing fate definitions, but suggested that these concerns be noted in the report of the meeting.
- The gonad stage column will be maintained on this form, but the meeting noted that considerable work needs to be done, in terms of observer training and provision of resource materials, in order to make good use of this field.

3.4 Pole-and-Line Observer Forms

40. There was insufficient time during the meeting to develop a standard set of pole-and-line observer forms. It was decided that, as there is not expected to be any observer trips on pole-and-line vessels in the coming year, the development of relevant observer data collection forms would wait for a specific request.

4. PORT SAMPLING DATA COLLECTION FORMS

41. Mr Lawson gave a brief overview of the port sampling data collection forms developed and currently in use by port sampling officers in unloading ports throughout the region. Even though FFA’s work does not involve the collection of port sampling data, it was agreed that the awareness of this activity and the data being collected would be beneficial to both organisations. Given time constraints during the meeting, it was agreed that FFA would review the port sampling forms and offer comments, where necessary, for subsequent review by both organisations at a later date.

5. IMPLEMENTATION OF STANDARDISED DATA COLLECTION FORMS

42. It was agreed that the implementation of the standardised forms was an important and dedicated issue that should warrant specific attention.

43. Therefore, the following schedule of implementation of the catch logsheet forms was agreed to.

- SPC staff would be responsible for completing the one page instruction sheets to accompany the logsheets. SPC will also draft the logsheet instruction booklets, as time permits.
- The completed instructions would be forwarded to FFA for comment on or before the 15 January 1996. FFA would then take one week to review the instructions, and any modifications to the instructions would be made accordingly.
- At this time (end of January) a joint letter from FFA and SPC would be sent to all member countries with copies of the logsheets and instructions. The letter would explain the process taken in the development of the forms, and request and encourage the member countries to introduce the forms for subsequent bilateral arrangements for Distant-Water Fishing Nations (DWFNs) and for domestic fleets.
- Encouragement for implementation by member countries would be further reinforced during meetings throughout 1996. That is, Forum Fisheries Committee meeting (FFC) in May, Standing Committee on Tuna and Billfish (SCTB) in July, the proposed high-level meeting on data issues planned for July, and the Regional Technical Meeting on Fisheries (RTMF) in August.
- The forms will be passed on to NMFS as soon as the instructions are finalised. A paper describing the purse seine logsheet would be presented at the US MLT meetings in February 1996.

44. For the observer forms, the implementation schedule is as follows :

- The US MLT observer programme will commence using the forms as soon as the instructions are completed.
- SPC observers will commence using the forms as soon as the instructions are completed.
- A formal approach should be made to the Micronesian Maritime Authority (MMA) to request that the standard observer forms be adopted for use by the MMA observer programme.
- Other national observer programmes will be provided the forms in due course, with the introduction of each national observer programme.

45. The possibility of printing the logsheets at the SPC printery should be investigated; in any event, it is likely that SPC will provide member countries with books of logsheets on a request basis. It was noted that the translation of only one form, the longline catch logsheet, would be considered, and this would be done on a request basis only. The provision of logsheets in carbon-copy form would only occur on a request basis.

6. PROCEDURES FOR REVISION OF STANDARDISED FORMS

46. The meeting agreed that, requests for modifications would be reviewed the group in twelve months. It was also decided to establish the Tuna Fishery Data Collection Forms Committee as an internal SPC and FFA committee responsible to the Director of FFA and to the SPC Manager of Fisheries. The Committee for 1996 will be made up of the participants of this meeting (see List of Participants).

47. Mr Felix Panjubo was elected chairman of the Committee for 1996. Mr Panjubo was also nominated as the coordinator of the logsheet forms. He will be responsible for collecting all requests

for modifications to the logsheets from SPC, FFA, member countries, and DWFNs, and passing on these requests to other members of the Committee.

48. Mr Sharples was nominated as the coordinator of observer and port sampling forms. He will be responsible for collecting any requests for modifications to the observer and port sampling forms during the coming year.

49. It was agreed that the Committee should meet again after one year to consider any requests for modifications to forms, and any outstanding investigations that have been performed as a result of the review of forms during this meeting.

7. CLOSING

50. In closing, the participants had a couple of beers, lamented that they had no time to have a game of volleyball, and, hence, a chance to bond. However, all agreed that this was an invaluable meeting, and that they look forward to the fruits to be borne from the work of the meeting, during the coming year.

APPENDIX 1. LIST OF PARTICIPANTS**Forum Fisheries Agency**

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APPENDIX 2. SOUTH PACIFIC REGIONAL LOGSHEETS

- 1. Longline Logsheet**
- 2. Pole-and-Line Logsheet**
- 3. Purse-Seine Logsheet**

APPENDIX 3. PURSE-SEINE OBSERVER FORMS

- 1. General Information Form**
- 2. Daily Log Form**
- 3. Set Details Form**
- 4. Well Loading Form**
- 5. Length Frequency Form**
- 6. Vessel and Aircraft Sightings and Fish Transfer Log**
- 7. Vessel Reporting Compliance Log**
- 8. Vessel Trip Compliance Record**

APPENDIX 4. LONGLINE OBSERVER FORMS

- 1. General Information Form**
- 2. Set Information Form**
- 3. Haul Information Form**
- 4. Catch Monitoring Form**