



DRAFT: IPHC Contracting Party (by domestic agency) Report Template

PREPARED BY: IPHC SECRETARIAT (21 DECEMBER 2018)

PURPOSE

To provide a revised draft template for use by Contracting Parties (and domestic agencies) in their annual reports to the Commission.

BACKGROUND

As noted in the [Report of the 93rd Session of the IPHC Interim Meeting \(IM093\)](#):

IM093–Req.07 (para. 61) *The Commission **REQUESTED** that the IPHC Secretariat develop a standard template for agency reports to the Commission, in order to improve their structure and consistency, as well as to allow the agencies to prepare the appropriate information at the appropriate level of detail for the Commission’s consideration.*

In response to the Commission’s request, the IPHC Secretariat developed a draft template for the Contracting Parties (and domestic agencies) to use in preparing their annual reports to the Commission. The template provided a standardised format to highlight important information and recommendations for the Commission’s consideration, as well as being adaptable to each agency’s needs.

At the IM094, the Commission was presented with an initial template for Contracting Party (by agency) reports to the Commission and made the following comments (ref. IPHC-2018-IM094-R):

Para. 45. *The Commission **NOTED** paper [IPHC-2018-IM094-INF03](#) which was developed by the IPHC Secretariat in response to the Commission’s request (IPHC-2017-IM093-R; IM093.Req.07, para. 61) to develop a standard template for agency reports to the Commission, in order to improve their structure and consistency, as well as to allow the agencies to prepare the appropriate information at the appropriate level of detail for the Commission’s consideration.*

Para. 46. *The Commission **AGREED** to consider the draft Contracting Party reporting template (IPHC-2018-IM094-INF03) inter-sessionally, and to provide feedback throughout 2019. Consideration will be given to the generic agency template, as well as the need or desirability of a broader template whereby a single report would be provided for each Contracting Party, rather than by individual domestic agencies.*

DISCUSSION

The IPHC Secretariat implement the template for reports submitted to the 95th Session of the IPHC Annual Meeting (AM095) in January 2019, and solicited feedback from the Contracting Party agencies on its format and usefulness.

During the process of developing reports for AM095, several suggestion improvements were noted. These have been incorporated into the revision provided at [Appendix I](#) and [Appendix II](#). The intention is to gather further feedback at AM095 and throughout 2019, with the intention that at the 95th Session of the Interim Meeting (IM095) in November 2019, the Commission will adopt a revised reporting template.

RECOMMENDATIONS

That the Commission **NOTE** paper IPHC-2019-AM095-INF02 which provided a revised draft template for use by Contracting Parties (and/or domestic agencies) in their annual reports to the Commission.

APPENDICES

[Appendix I:](#) Draft: IPHC Contracting Party (by domestic agency) Report Template

[Appendix II:](#) Draft: IPHC Contracting Party Report Template

APPENDIX I
DRAFT: IPHC Contracting Party (by domestic agency) Report Template

Option 1: Continue report by domestic agency as separate reports



INTERNATIONAL PACIFIC
HALIBUT COMMISSION

DATE: DD/MMM/YYYY

CONTRACTING PARTY: CANADA / UNITED STATES OF AMERICA

AGENCY:

Agency name

Agency representative and contact information

FISHERY SECTOR/S

Commercial / Recreational / Subsistence / Bycatch / Research / ALL

IPHC REGULATORY AREA/S

IPHC Regulatory Area 2A (USA: Washington, Oregon, California)

IPHC Regulatory Area 2B (Canada: British Columbia)

IPHC Regulatory Areas 2C, 3, and 4 (USA: Alaska)

DISCUSSION

Include a brief discussion of the primary topics of interest to the Commission. Additional details and data may be provided in the appendices. Secondary topics, background information, or additional relevant documents may also be included in the appendices.

Topic 1 ...

Topic 2 ...

Topic 3 ...

RECOMMENDATION/S

List any recommendations for the Commission, including noting the information provided in this report.

REFERENCES

List any pertinent references.

APPENDICES

List and attach additional relevant materials for the Commission's consideration, such as reports or data tables, background information, or other documents.

APPENDIX II
DRAFT: IPHC Contracting Party Report Template

Option 2: Report by Contracting Party, with subsections for key reporting activities



INTERNATIONAL PACIFIC
 HALIBUT COMMISSION

DATE: DD/MMM/YYYY

CONTRACTING PARTY: CANADA / UNITED STATES OF AMERICA

Executive Summary

[Include a summary of the key aspects of the National Report for the most recent reporting year.]

1. **BACKGROUND/GENERAL FISHERY INFORMATION**
[add a general description of national fleets including national fisheries, methods and fishing area for the previous year]
2. **FLEET STRUCTURE**
[Add a description of the national fleet structure, by gear type, including vessel size and duration of fishing operations.]
3. **CATCH AND EFFORT (BY SPECIES AND GEAR)**
[Add a general description of fishing activities by fleets (by gear type) in the IPHC Convention Area, including changes in fishing patterns, and fleet operations]
4. **RECREATIONAL FISHERY**
[A description of recreational fishing activities in the I IPHC Convention Area. Include information on catches if available]
5. **ECOSYSTEM AND BYCATCH ISSUES**
[A description of the overall environmental issues and progress within national fisheries (e.g. ecological risk assessments; bycatch action plans) and for individual species groups]
6. **NATIONAL DATA COLLECTION AND PROCESSING SYSTEMS**
 - 6.1. **Logsheet data collection and verification** *[including date commenced and status of implementation]*
 - 6.2. **Vessel Monitoring System** *[including date commenced and status of implementation]*
 - 6.3. **Observer programme** *[including date commenced and status; number of observer, include percentage coverage by gear type]*
 - 6.4. **Port sampling programme** *[including date commenced and status of implementation]*
 - 6.4. **Unloading/Transshipment** *[including date commenced and status of implementation]*

7. ENFORCEMENT ACTIVITIES

8. NATIONAL RESEARCH PROGRAMS [Desirable]

[a description of research activities covering target and non-target species e.g. biological studies supporting stock assessments; composition of the catch according to length, weight and sex; research on environmental factors, abundance/biomass surveys, oceanographic and ecological studies, etc.]

9. LITERATURE CITED

10. APPENDICES

[List and attach additional relevant materials for the Commission's consideration, such as reports or data tables, background information, or other documents.]