



2023 IPHC Bait Comparison Study Vessel Tender Specifications

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A.	General operations	6
B.	Vessel requirements	9
C.	Electronic equipment minimum requirements	9
D.	Gear requirements	10
E.	Bait	11
F.	Crew requirements	11
G.	Safety	13
H.	Vessel owner’s responsibilities	14
I.	IPHC responsibilities	16
J.	Fish caught during the Bait Comparison Study	16
K.	Post-award and post-study meetings	17
L.	Tender procedures	18
	Appendix I: Customs, Brokerage and Tracking Fees for International Operations and Landings	19
	Appendix II: Protected Species information.....	22
	Appendix III: Careful Release of Pacific Halibut – Best Practices	26
	Appendix IV: Harassment in the Workplace	27

PURPOSE

The International Pacific Halibut Commission (IPHC) is seeking to charter a longline vessel to conduct a bait comparison study with a completion date of the end of September 2023 in IPHC Regulatory Area 2C.

The primary purpose of this study is to compare the catch rates of Pacific halibut between two bait types: Chum salmon (*Oncorhynchus keta*) and Pink salmon (*Oncorhynchus gorbuscha*). This study will provide a direct comparison of catch rates for the two baits that can be combined with results from the 2012 bait comparison study completed by IPHC and be used to develop an IPHC Regulatory Area-specific calibration for future FISS surveys.

Vessels need not be licensed for Pacific halibut fishing in Canada or the USA to be eligible. The IPHC is not restricted as to the nationality of the vessels it charters for operation in any region if customs and immigration regulations are followed. Fish caught and retained for sale during this study may be sold in the US or in Canada.

One IPHC Secretariat staff will be deployed aboard the vessel along with an action packer containing gear as well as a motion compensated platform scale with a cradle. Biological

sampling will be expedited (lengths and weights), and will not include collection of ages, nor retention of sublegal fish. There will be no IPHC FISS shack deployed on the vessel completing this study.

Both snap gear & fixed gear longline vessels are encouraged to bid on this study.

Vessels are encouraged to submit bids based on a study comprised of 50 stations, 75 stations and 100 stations.

The vessel participating in this study will need to complete work with guidelines as follows:

- 1.) This vessel may use fixed gear or snap gear as long as gear adheres to IPHC gear standards (Appendix I).
- 2.) Each set must consist of 3 skates baited with chum salmon and three skates baited with pink salmon with a 'blank' skate in between containing no hooks. Bait size must be equivalent and conform to standard FISS protocols of ¼ to 1/3 lb.
- 3.) The order in which the gear is set (i.e., chum salmon on the first 3 skates or the last three skates) will be randomly selected.
- 4.) Total stations fished throughout study will be selected mutually by the IPHC and vessel. Stations must represent multiple habitat types throughout IPHC regulatory area 2C, but do not have to align with FISS grid stations.
- 5.) The vessel owner is responsible for any costs and fees associated with sending and receiving electronic communications (satellite phone, email) pertaining to IPHC business. Any anticipated costs are to be included in the tender amount.
- 6.) Hook strippers or crucifiers are prohibited on all IPHC chartered vessels and cannot be present while conducting charter work.
- 7.) Auto-baiting machines are not permitted for use on this study.
- 8.) Vessels licensed in Canada must possess a current Ministry of Transportation certificate (Canada Steamship Inspection Certificate) for the purposes for which the vessel is to be used. The vessel shall be mechanically sound in all respects, completely seaworthy, and comply with all federal Transport Canada regulations.
- 9.) Vessels licensed in the U.S.A. must possess a current U.S. Coast Guard inspection sticker. The vessel shall be mechanically sound in all respects, completely seaworthy, and comply with all applicable safety regulations.
- 10.) The IPHC will procure and coordinate all ice and bait necessary to complete the study. Prior approval from IPHC HQ is required before purchasing ice and bait.

Vessels are reminded to carefully consider all costs associated with performing the work over the time frame of the tender, and to budget these costs into their proposal(s).

The IPHC will not be obligated to accept the tender with the lowest bid, or any tender received, and will contract according to its best interests.

Vessels will be rated using the following criteria:

- 1) seaworthiness and general condition of the vessel and its equipment;
- 2) the vessel's availability within the schedule determined solely by the IPHC Secretariat;
- 3) the vessel captain's experience and fishing record;
- 4) the qualifications of the selected crew;
- 5) IPHC operating costs (tender \$ amounts);
- 6) Previous interactions with the IPHC and its Secretariat, experience with the IPHC FISS,

scheduling flexibility, and ability to take additional Secretariat are other factors to be potentially considered in the decision-making process.

All IPHC Secretariat personnel are required to be vaccinated - proof is available to vessel captains upon request.

Initial review of bid submissions will take place on 9 August 2023 and the request for tender will remain open until filled. In order to be considered in the initial review, submissions must be completed no later than **23:59 (Pacific) on 8 August 2023**.

A. General Operations

1. Vessels will receive 10% of **ALL** Pacific halibut sales.
2. The vessel owner is responsible for any costs and fees associated with sending and receiving electronic communications (satellite phone, email) pertaining to IPHC business. Any anticipated costs are to be included in the tender amount.
3. Hook strippers or crucifiers are **prohibited** on all IPHC chartered vessels and cannot be present while conducting charter work.
4. A maximum of four (4) stations fished per day is permitted.
5. Customs and brokerage requirements and fees are listed in Appendix I.
6. Codified procedures regarding protected species interaction avoidance and mitigation (see Appendix II).
7. A W9 must be provided by the vessel prior to commencing work for the 2023 FISS.
8. Both fixed gear and snap gear vessels are encouraged to bid on this study

A penalty equal to 10% of the charter area lump sum will be applied if a vessel is unable to complete their assigned work by the end of the study operations. In addition, the vessel will not be paid for stations left incomplete and will be responsible for reimbursing IPHC for the cost of bait allocated for incomplete stations. The IPHC will actively schedule vessels to meet work and personnel needs, and the vessel's availability may affect tender acceptance. It is therefore essential to indicate what times the vessel is available to perform the work, and preference may be given to vessels with the greatest flexibility in their schedule.

B. Vessel requirements

Prior to acceptance, the IPHC Secretariat may need to inspect the vessel and determine the adequacy of deck space and accommodations, and to confirm that the vessel meets all minimum requirements.

1. The vessel must be mechanically sound in all respects, seaworthy for fishing in the designated charter region(s), and suitably equipped for fishing Pacific halibut with conventional longline gear.
2. The vessel must have a well-insulated fish hold capable of packing all retained species in ice. Vessels will not be permitted to use RSW or slush ice.
3. The vessel must have adequate deck space to allow the IPHC Secretariat to carry out their duties.
4. Accommodations shall be clean and sanitary. The vessel shall have adequate accommodations for the vessel crew and one IPHC Secretariat staff, including women. The vessel must be equipped with clean, sanitary, dry, and comfortable mattresses, but no bedding, for IPHC Secretariat-assigned personnel.

5. The vessel must have a functioning marine head, which can be used in privacy.
6. The vessel must have a galley reasonably equipped with a cook stove, refrigerator for food storage, and a sink.
7. The vessel must have appropriate facilities for personal hygiene.

C. Electronic equipment minimum requirements

1. Two (2) VHF radios and one (1) single side-band unit.
2. A satellite communication system capable of reliably communicating with the IPHC Secretariat's Headquarters office.
3. Reliable email system with the following capabilities:
4. Accept files (.txt and .csv) up to 200KB as attachments.
5. The computer with the email must have a USB port that can be used for transferring files from an IPHC-supplied removable USB storage device to the email system computer so the files can be attached to the email. Note that any security settings preventing transfer of these files must be deactivated during IPHC work.
6. If email is supported on the VMS system, it must allow for transfer of small data files for emailing the IPHC Secretariat's HQ office hail/trip information. Some VMS systems need to be updated to allow this. IPHC data (small files <100 kilobytes) stored on a USB device must be sent to the IPHC Secretariat's HQ office from the vessel's computer.
7. Two (2) GPS (Global Positioning Systems) units.
8. GPS integrated into computer.
9. Commercial software to record (e.g. Olex, maxsea, ecc globe, Nobeltec v9.3, Nobeltec Timezero)
10. Equipment to track bathymetric and benthic composition data. Vessels with the ability to download and parse the bottom hardness and backscatter data for FISS use will be given preference in the tender selection process.
11. Two (2) radar units. One (1) must have a range of at least 44 kilometres (24 nm).
12. An intercom from the fishing deck to the bridge is desirable.
13. Reliable 110V AC power to the sampling shack for powering a light, tablet, and a small computer. The ability to provide 110V AC during hauling operations is required (power draw of 5 amps). For those vessels without a constant AC supply during hauling, the power supply requirements can likely be met with a simple inverter.

D. Gear requirements

The owner shall provide and replace, as needed, all gear and associated equipment necessary for commercial longline fishing. At least 24 skates of gear must be prepared before the charter begins when fishing three (3) stations a day and 32 if four (4) stations a day are planned.

Fixed-hook gear:

1. All skates must be 1,800 feet long (300 fm or ~549 m) with 100 hooks per skate. Gear may be provided as full or partial skates coiled either in tubs or on skate bottoms. Gear must be flagged at the half skate so specialists can identify where within the individual skates each fish is caught.
2. Skates must be uniformly rigged with circle hooks (#3 (16/0) Mustad model 39965 or equivalent) in average or better condition spaced along the groundline at 18-foot (0.5 km) intervals (100 per skate). Spacing and hook counts will be

monitored and verified by the IPHC Secretariat.

3. Gangions must be 72-thread count, hard lay material between 24 and 48 inches (61 and 122 cm) after tying. Swivels are not allowed on the gear. Hooks must be oriented on the gangions by inserting the gangion through the front of the hook eye (Figure 2).

Snap gear:

1. All skates must be 1,800 feet long (~549 m – marked on the groundline) with 100 hooks per skate.
2. IPHC Secretariat need to record where the fish is caught within a string of eight (8) skates. Therefore, skate junctions (1/4 skate) on the drum must be flagged to track where within the individual skates each fish is caught.
3. Skates must be uniformly rigged with circle hooks (#3 (16/0) Mustad model 39965 or equivalent) in average or better condition spaced along the groundline at 18-foot intervals (0.5 km) (100 per skate). Spacing and hook counts will be monitored and verified by IPHC Secretariat.
4. Gangions must be 72-thread count, hard lay material between 24 and 48 inches (61 and 122 cm) after tying. Perlon® gangions are not allowed.
5. Swivels must be present on the hook end of the snap gear.

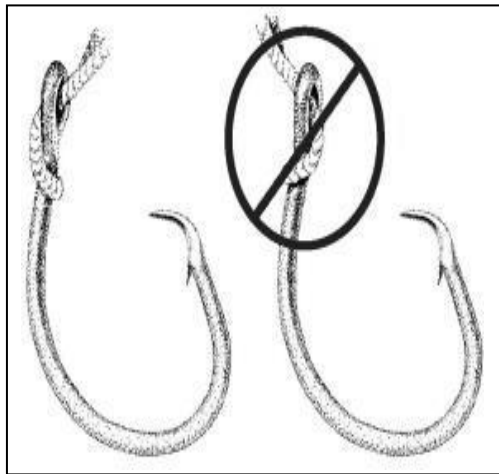


Figure 2. Proper gangion orientation to hook.

For all gear:

1. A weight of approximately 3 to 4.5 kg (7 to 10 pound) must be snapped on or tied to the groundline at each skate junction.
2. Fishing gear must be maintained strictly in accordance with the specifications outlined in this document. If it is found that the gear is not being maintained to standards, the IPHC Secretariat may halt fishing operations and the owner or his/her representatives will be required to bring it up to standard. No payment will be made for the time required to meet or maintain gear standards.
3. **Automated hook strippers, or ‘crucifiers’, are prohibited and must NOT be on the vessel while conducting FISS work.**
4. All vessels must use an approved seabird deterrent device (e.g., tori line) while setting the gear, as required by state and/or federal agencies. See Appendix II for seabird deterrent requirements.

E. Bait

Most of the bait required to complete each charter region has been purchased and stored at certain ports where offloads are anticipated. Some freshly frozen bait may need to be

purchased by the IPHC Secretariat during the study period.

1. The IPHC will bear the cost of all ice and bait purchased for this study. The IPHC will also arrange for bait to be available in the intended ports.
2. Bait shall be frozen chum salmon, number 2 semi-bright or better as well as pink salmon, #1 IQF.
3. The crew will be responsible for cutting the salmon into individual pieces weighing approximately 0.1 to 0.15 kg (1/4 to 1/3 pound). The IPHC requires that the bait not be salted, but rather kept on ice or frozen until used. The IPHC Secretariat will monitor and verify bait size to ensure compliance to IPHC standards.
4. The vessel captain will certify that the bait is satisfactory prior to its use.
5. **Auto-baiting machines are not permitted for use on this study.**

F. Crew requirements

The crew number required to maintain and bait the hooks of longline gear, as well as to process the Pacific halibut as it is caught, depends on the skill and professionalism of the crew as a whole. It is of the utmost importance that all crew working on this study adhere strictly to the gear maintenance and fish quality standards expected by the IPHC. Vessel owners submitting tender(s) are cautioned to consider the ability of crew assigned to gear maintenance, baiting, fish cleaning, and icing duties, and to select crewmembers with the best possible skill and motivation levels.

1. The owner will be solely responsible for providing at all times during the study a fully qualified and experienced crew. The normal daily workload for fishing, icing the catch and the strict gear maintenance required by the IPHC have shown that the necessary crew must consist of at least a vessel captain plus three (3) to five (5) additional crew members. Submitting a tender with less than this complement of crew will result in your operation being excluded from consideration.
2. The vessel captain must possess any required Canadian/U.S.A. Coast Guard or maritime licenses or certifications applicable to the vessel and charter region of operation.
3. The vessel captain shall have a minimum of three (3) years of longline fishing experience as a master of a comparable-sized vessel and be competent in the use of modern navigational equipment.
4. The vessel captain is responsible for being knowledgeable and adhering to all state, provincial, federal and international laws pertaining to commercial fishing. This includes fishing regulations, area closures (rockfish, sea lion rookeries, etc.), state or federal No Discharge Zones (sewage/blackwater), MARPOL (International Convention for the Prevention of Pollution from Ships) and the COLREGs (International Regulations for Preventing Collisions at Sea).
5. At least two (2) crew shall have a minimum of three (3) years of Pacific halibut longline fishing experience and be competent in longline construction and repair, hand-baiting methods, and Pacific halibut dressing and icing techniques. The remaining crew must be capable in longline repair, hand-baiting methods, and Pacific halibut dressing and icing.
6. The vessel captain and crew will be responsible for all phases of gear maintenance and the daily setting and hauling of the fishing gear.
7. The crew will be responsible for loading and unloading all vessel supplies prior to, during and after the charter.
8. The crew will be responsible for offloading any fish sold during the study.
9. During the study, the vessel captain will ensure that the vessel remains in port for

a 24-hour period after the offload is complete to ensure the exchange of all necessary data with the IPHC Secretariat's HQ office, to maintain consistent communications, and provide troubleshooting support. If there is a legitimate need for a quick turn-around (e.g. weather window, offload window between salmon openings, mechanical breakdown, etc.), clearance from the IPHC Setline Survey Coordinator needs to be obtained on the day that the fish sale is conducted. Deficiencies in the vessel or problems with the crew's performance must be resolved prior to departing, which could result in port stays in excess of the 24-hour window.

10. At the completion of the study, the vessel captain will ensure that the vessel remains in port at least 12 hours after the offload finishes or until the IPHC Secretariat are safely able to complete their end of charter tasks and remove all gear and equipment.
11. All catch not retained must be carefully released from the hook. This includes all shark and skate species. Vessels encountering tail-wrapped shark specimens shall make every effort to release the animal unharmed.
12. The vessel captain and crew will be responsible for the dressing and icing of all fish. Crewmember(s) must be available (as required) for dressing Pacific halibut while the gear is being hauled.
13. All vessel personnel are expected to conduct themselves in a professional manner at all times. Physical relationships with IPHC Secretariat are prohibited during the study and vessel personnel must disclose any past or present activities or relationships that are in conflict with this policy. If a conflict arises, the IPHC Setline Survey Coordinator will reevaluate staffing options and work with the vessel owner, vessel captain, and crew to resolve.
14. Fishing plans must be mutually agreeable to the lead IPHC setline survey specialist and the vessel captain. The vessel captain will communicate to the lead setline survey specialist on a daily basis all changes to fishing plans and contingencies as they develop.
15. The vessel captain and crew shall create a working environment that is free from intimidation and harassment (verbal, physical, or sexual). Please refer to Appendix V for further information regarding harassment and professional work environments.
16. All vessel captains and crewmembers must be found acceptable to the IPHC Secretariat. The IPHC may require the replacement of any crewmember during the study if found unacceptable in skill, experience, or behaviour.

G. Safety

The vessel captain is responsible for all matters relating to safety of personnel, the vessel, and equipment operation. The vessel captain will adhere at all times to navigational rules whether it be during fishing operations, running, drifting, or when at anchor. He/she (or vessel captain's representative) shall review safety procedures and equipment with the IPHC Secretariat at the beginning of each charter and after any crew change.

1. Vessels licensed in Canada must possess a current Ministry of Transportation certificate (Canada Steamship Inspection Certificate) for the purposes for which the vessel is to be used. The vessel shall be mechanically sound in all respects, completely seaworthy, and comply with all federal Transport Canada regulations.
2. Vessels licensed in the U.S.A. must possess a current U.S. Coast Guard inspection sticker. The vessel shall be mechanically sound in all respects,

completely seaworthy, and comply with all applicable safety regulations.

3. All vessels shall adhere to the regulations for power driven vessels underway in International Waters. In relation to the practice of drifting at night, the operator must maintain a proper lookout and ensure that his/her vessel is properly lighted as per the regulations (specifically 1972 International Regulations for Prevention of Collisions at Sea (72 COLREGS): Rule 2, 5 and 23. These regulations are available online at: [CG NRHB 20151231.pdf \(uscg.gov\)](https://www.uscg.gov/CG-NRHB-20151231.pdf)
4. All safety equipment (such as life rafts) must have passed inspection requirements and be of sufficient capacity for the vessel captain, crew, and all IPHC Secretariat aboard.
5. The IPHC will provide immersion suits, personal EPIRBs, and personal floatation devices for its employees.
6. No alcohol consumption or illegal drug use is allowed aboard IPHC chartered vessels, including days at sea, anchor days, or when the vessel is at the dock.

The IPHC has a zero tolerance policy for alcohol or illegal drug use which is in effect at all times. Violation of this policy is sufficient cause for immediate contract termination, and shall result in a five (5) year exclusion from future contract eligibility for the vessel and the vessel captain.

7. While shore excursions are not prohibited while under IPHC contract, vessel captains and crew are reminded that such activities fall outside of the mandates of the study work, and that the vessel captain and owner are responsible for the safety of all concerned during such activities and may not be fully protected by insurance policies during non-contracted activities. It is required that 'float plans' be completed before making shore excursions, that all participants wear approved floatation devices, skiffs be fully stocked with a boat kit (emergency oars, bailer, sea anchor, rope etc.), and that the group carry a fully stocked shore kit, hand-held radio, and first aid kit.

H. Vessel owner's responsibilities

1. The vessel owner will be responsible at his/her own expense to maintain the vessel, its engine(s), machinery, equipment, and fishing gear in good and seaworthy condition.
2. The vessel owner will be responsible to provide lube oil, grease, filters, other engine-room supplies, and all other vessel operating supplies normally required for commercial fishing operations.
3. The vessel owner will be responsible for the purchase of all fuel required for operating the vessel for the duration of the study.
4. The vessel owner will be responsible for providing a working environment that is free from intimidation and harassment (verbal, physical, or sexual). Please refer to Appendix V for further information regarding harassment and professional work environments.
5. The vessel owner agrees to indemnify, defend, and hold harmless the IPHC from any and all claims by whosoever brought for loss, damage or personal injury from any cause arising out of the charter of the vessel, including but not limited to, claims arising out of the negligence of the IPHC or its agents or employees.
6. As part of the tender, the vessel owner shall submit a disclosure statement specifying any conviction for the violation of any fishing regulations pertaining to the Pacific halibut fishery within the past five (5) years by the vessel's owner,

vessel captain, or crew.

7. The vessel owner will provide adequate and wholesome meals for the crew and all IPHC representatives. This includes days when the vessel is in port between trips, weather days and any time the IPHC Secretariat is sleeping on board the vessel.
8. The vessel owner shall be responsible for the payment of all crew salaries, including any bonuses, and for the payment of all payroll taxes on salaries, such as income tax, unemployment, workers' compensation, and other taxes as applicable. With respect to vessels operating in the waters of foreign countries, the owner is responsible for ensuring that all crew have adequate health insurance coverage.
9. The vessel owner shall be responsible for all fees incurred arising out of the operation of the vessel including, but not limited to, harbour dues, moorage, watchman costs and environmental fees.
10. The vessel owner will be responsible for all vessel- and crew-related customs and immigration requirements and fees. A summary of requirements and fees for vessels licensed in Canada and conducting IPHC work in the U.S.A. can be found in Appendix I. The vessel owner will be responsible for all delay expenses incurred by the IPHC arising out of the owner's failure to fulfill conditions necessary to permit entry of the vessel and/or crew into the U.S.A. for prompt fulfillment of the owner's obligations.
11. The vessel owner will be responsible for all customs requirements and fees related to fish sales in a foreign port. The IPHC will organize the customs brokering for any foreign offloaded fish and the associated fees will be paid by IPHC and the vessel will be invoiced directly by IPHC. See Appendix I for a summary of the requirements and estimate of fees for vessels licensed in Canada landing in the U.S.A. and for any vessel landing fish caught in U.S.A. waters in Canadian ports.
12. Prior to commencement of the study, owners of vessels shall provide the IPHC validation of coverage, including but not limited to, a copy of the insurance policy verifying that all IPHC Secretariat are included on the vessel's P&I insurance policy as either a crewman or business invitee, and that the IPHC is listed as an additional insured or co-insured on the P&I policy for the term of the charter agreement. The policy must provide protection with minimum limits of \$1,000,000 USD or equivalent if vessel is licensed in Canada. The IPHC will not reimburse the owner for any premiums incurred to meet their obligations under this paragraph. Owners should incorporate these costs into their Tender.
13. The vessel owner agrees to maintain at its sole cost and expense throughout the period of the study hull and machinery insurance to the full market value of the vessel with trading warranties appropriate to the study, said policy to include a waiver of subrogation against the IPHC. The vessel owner will provide proof that the above coverage and subrogation is in place prior to the commencement of the study.
14. The vessel owner agrees to maintain at its sole cost and expense throughout the period of this study pollution/environmental hazard insurance with minimum limits of \$5,000,000 USD, said insurance to name the IPHC as an additional insured. The vessel owner will provide proof that the above coverage is in place prior to the commencement of the study.
15. IPHC's policy is to release data to the public only after all data checks have been made. Provision of this information to the public in an equitable manner requires that no advance release occur and is based on the personal integrity of the vessel captain, vessel crew, and the IPHC Secretariat. The owner agrees that the catch

information collected during the study is confidential until released by the IPHC Secretariat to the public. The vessel owner will take steps to ensure the vessel captain and crew understand and abide by this policy and do not discuss the catch information until the release of that information by the IPHC Secretariat to the public. Violation of this policy is sufficient cause for contract termination and shall result in a five (5) year exclusion from future contract eligibility for the vessel and the vessel captain.

16. The vessel owner is responsible for any costs and fees associated with sending and receiving electronic communications (satellite phone, email) pertaining to IPHC business. Any anticipated costs are to be included in the tender amount.
17. Vessel owners will be responsible for any fees associated with Brokerage and Tracking Fees for International Operations and Landings and should budget this into their tender costs. See [Appendix I](#) for more information.
18. In Canada, where offload validation fees are billed to the vessel, the vessel owner should consider these fees in their tender as the vessel owner is responsible for 100% of those fees.

I. IPHC responsibilities

1. The IPHC will replace all fishing gear lost in the course of the gear being put into the sea for fishing. This includes lost buoys, flags, buoy line, anchors, and physical components of skates including lost hooks and gangions. These losses will and must be documented by the IPHC Secretariat in the database. As well, the IPHC will bear the cost of purchasing the physical components (i.e., labour is not included) of one (1) new skate based upon every 100 skates of gear fished as compensation for wear and tear. Replacement groundline, hooks, snaps (where applicable) and gangions will be the equivalent to gear lost or condemned. To this end, the vessel captain must provide a vendor contact and invoice for the processing of gear claims. Both the vessel captain and lead IPHC Secretariat must sign the gear loss form prior to submission.
2. The IPHC will procure and coordinate all ice and bait necessary to complete the study. Prior approval from IPHC HQ is required before purchasing ice and bait.
3. The IPHC Secretariat will determine that the study operation is ready to leave the port after the offload and commence the next fishing trip.
4. The IPHC may terminate the study at the nearest port if for any reason the owner fails to render the required services, or the vessel or crew do not meet the specifications as stated on the Vessel Tender Form.

J. Fish caught during the Bait Comparison Study

Pacific halibut and some other species (rockfish (*Sebastes* spp.) and Pacific cod) are retained and sold to offset the costs of the study operations. All fish caught become the property of the IPHC and are sold through an auction by the IPHC Secretariat. The IPHC makes no guarantee as to the amount of fish caught or to the prices received. The lead IPHC Secretariat member will work with the vessel captain to maintain contact with the IPHC Secretariat HQ office and arrange offloads as well as ice and bait for successive trips.

1. If the IPHC requires a vessel to offload in a port that is a substantial distance from the listed offload ports, the vessel may be paid a running bonus. Vessels licensed in Canada and fishing in Alaska may negotiate to deliver their final trip into Prince Rupert, BC on the return to a Canadian port; however, they will not be paid a running bonus.

2. When delivering to ports where the fish may go to the fresh market (typically in Homer, Seward, Southeast Alaska, British Columbia, Washington, and Oregon ports) fish must be no more than five (5) to seven (7) days old. Therefore, vessels must expect to perform at least three (3) to four (4) trips per charter region. Trips resulting in fish more than seven (7) days old when they reach the dock must receive prior approval from the Setline Survey Coordinator.
3. The crew is responsible for the dressing, icing, and unloading of all retained fish and maintaining a quality product throughout the process.
4. IPHC contracted vessels are only allowed to retain Pacific cod and rockfish. In no instance will the retention of species other than Pacific halibut be allowed to restrict or otherwise interfere with achieving the scientific objectives of the study. These fish become the property of the IPHC.
5. The IPHC is committed to selling only fish of the highest possible quality. To this end, all fish caught that are intended for sale must be handled in a manner that meets or exceeds the industry standards. Prior to the study and after any offload, the hold must be thoroughly cleaned and sanitized. Fish retained for sale must not be gaffed in any area other than the head and should be stunned and bled immediately after landing and prior to dressing. All traces of blood, gills, viscera, gonads, kidney, and sweetmeats must be completely removed. Pacific halibut must be **wet-scraped** or the **body cavities rinsed** before icing. All fish must be layer iced and the pokes and gill cavities of all retained Pacific halibut, large and small, must be filled with ice. It shall be the vessel captain's responsibility to see that the aforementioned procedures are carried out. Following each sale, the offloader will be required to complete the Fish Quality Form which will note fish appearance and temperature for all Pacific halibut and catch offloaded. The vessel captain will be required to initial the Fish Quality Form to acknowledge that the contents have been read.

K. Post-award and post-study meetings

1. Upon the award and signature of a contract and prior to the start of the study, a post-award meeting will be held at a mutually agreeable time to discuss logistics relating to the study. The IPHC Setline Survey Coordinator will schedule the date and time of the meeting. The meeting shall include the vessel owner and vessel captain.
2. After completion of the study, a debriefing may be held in person, over the phone, or by mail with the vessel owner and vessel captain. The purpose of the debriefing is to provide the vessel captain with a vessel performance evaluation. The vessel captain will also have the opportunity to assess and evaluate the IPHC Secretariat and study methods.

L. Tender procedures

1. The IPHC will consider tenders based upon a lump sum for the completion of each charter region regardless of the number of days within the allowable period that are required. In addition to this lump sum, the vessel will receive 10% of the net sales of all Pacific halibut. The IPHC cannot guarantee the amount of fish caught or prices received from the sale of the fish. The IPHC will pay 50% of the tender price once a charter agreement is signed by all parties and work in a given charter area has commenced. The remaining 50% of the tender price will be paid upon the completion of said charter region. Any stations not fished successfully will result in the tender amount being prorated by station and reduced by the applicable

amount. The vessel's share of Pacific halibut (10%) and bycatch (50% in the US) revenue will be paid within 20 days after the offload payment monies are received by the IPHC Secretariat.

2. All tenders must be submitted on the appropriate VESSEL TENDER FORM provided by the IPHC. You may submit a tender for a specific charter region, separate tenders for multiple regions, or a single tender applicable to any region.
3. The IPHC is not restricted as to the nationality of the vessels it contracts for operation in any charter region and will contract according to its own best interests. Also, vessels need not be licensed for Pacific halibut fishing in Canada or the U.S.A. to be eligible.
4. **The IPHC will not be obligated to accept the tender with the lowest bid or any tender received and will contract according to its best interests.** Vessels will be rated using the following criteria:
 - 1) seaworthiness and general condition of the vessel and its equipment,
 - 2) the vessel's availability within the schedule determined solely by the IPHC Secretariat,
 - 3) the vessel captain's experience and fishing record,
 - 4) the qualifications of the selected crew,
 - 5) IPHC operating costs (tender amounts)
 - 6) Previous interactions with the IPHC and its Secretariat, experience with the IPHC FISS, scheduling flexibility, and ability to take additional Secretariat are other factors to be potentially considered in the decision-making process.
5. Both fixed and snap gear vessels are welcome to bid on ALL IPHC Charter Regions.
6. Tenders must be electronically submitted no later than 23:59 hours Pacific on **8 August 2023** in order to be included in the initial review. However, this request for tender will remain open until filled.
7. If we can be of assistance in filling out the Vessel Tender Form or answer any questions, please contact the IPHC Secretariat.

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IPHC Secretariat
International Pacific Halibut Commission
2320 W. Commodore Way, Suite 300
Seattle, WA 98199-1287
206-634-1838 | www.iphc.int



Appendix I: Customs, Brokerage and Tracking Fees for International Operations and Landings

Vessel owners are advised that border agents (Canada or U.S.A.) may deny entrance into their respective countries to individuals with prior criminal convictions or immigration violations. This includes but is not limited to convictions for DUI/DWI (driving under the influence of drugs or alcohol, driving while intoxicated), breaking and entering, assault (no matter how minor), drugs, and theft (includes shoplifting). It is the owner's responsibility to ensure that all crew meet the necessary security requirements to enter a foreign country. **The vessel captain and crew are required to possess a valid passport upon entry.**

Customs and Fish Brokerage Fees:

Vessels landing in foreign ports will be required to meet all Immigration and Customs requirements of that country. These fees are divided into those dealing with the vessel itself and its crew, and those dealing with offloading fish or product. Entrance requirements are triggered any time the vessel docks for any reason in the foreign country.

The vessel owner will be responsible for all charges levied in this process and should budget this into their tender costs. Please keep in mind that the prices listed here are possibly subject to a slight increase in 2022.

- A. Vessel licensed in Canada and Canadian Crew in U.S.A. waters (Custom Issues).

Vessels licensed in Canada fishing and landing catch from U.S.A. waters must make a formal entry with a U.S.A. Customs Office for the vessel and crew into the first U.S.A. port of call. After a formal entry is made, the vessel must obtain a 'permit-to-proceed'. Upon arrival at the next U.S.A. port, a formal entry and clearance are once again required. **These requirements apply for every visit to a port, without regard to the interval between port visits or whether fish are delivered during the visit.** This process is continued until the vessel clears to a foreign port and leaves U.S.A. waters. Although it is possible for a vessel to post an international carrier bond and complete all paperwork themselves, the IPHC strongly recommends the vessel secure the services of an experienced maritime agent.

Summaries of the 2022 fees (USD) are as follows and apply to any port visit:

1. Brokerage fee to process the vessel's entrances/clearances with CBP per occasion will be \$785 for any Alaskan port.
2. CBP fees for entry and clearance \$40 USD for vessels under 100 gross tonnes.
3. Automated Cargo Entry (ACE) manifest input is an automated requirement to declare the vessel's manifest (items on board) prior to each entry. The IPHC Secretariat will arrange for a customs brokerage firm to handle this requirement and will post the necessary bonds. An AMS entry will be required for every port entry and the customs brokerage fee for this service is \$155 USD.
4. Advance Passenger Information System (APIS) electronic Advanced Notice of Arrival (eANOA) must be filed, **online**, by each vessel at least 24 hours in advance of arrival into the U.S.A. The charge for this is \$352 USD.
5. The vessel must also file an APIS electronic Advanced Notice of Departure (eANOD) no less than 15 minutes prior to departure from their last U.S.A. port before departing to foreign waters. The charge for this \$352 USD.
6. Brokerage communications fee per port call is \$61 USD.
7. Yakutat Entry Agent Travel Expense is \$150 USD.

Therefore, vessels licensed in **Canada** can expect to pay **\$1,041 to \$1,393 USD per port entry (plus an additional \$150 USD if landing in Yakutat) in Alaska**. The IPHC Secretariat has previously worked with Alaska Maritime Agencies (<https://www.alaskamaritime.com/>, 907-562-8808) for its brokerage services.

B. Vessels licensed in Canada selling fish in a U.S.A. port. (Fish Brokerage Fees)

The IPHC Secretariat will arrange for a customs broker to handle the required paperwork for selling U.S.A. fish in a U.S.A. port from a vessel licensed in Canada. The lead setline survey specialist on the vessel will work closely with the IPHC Secretariat's HQ office and/or customs broker to ensure that all entry requirements are fulfilled. This requires the vessel to provide at least 24-hours' notice before entering port and providing a copy of the fish ticket and any other required information after the offload and prior to departure.

The IPHC Secretariat fish sales broker in Alaskan ports has previously been Perman Stoler Customs Brokers (<http://permanstoler.com/>, 907-243-3313). Their fees per landing in 2021 were as follows:

Basic brokerage fees will be approximately \$310 USD per landing depending on the species delivered (Pacific halibut, rockfish, Pacific cod). In 2022 there was a \$110 USD charge for filing a Food and Drug Administration (FDA) prior notice of landing, and a \$110 USD electronic invoice processing charge per landing. In addition to this, U.S.A. Customs levies a Harbor Maintenance Fee in Haines, Juneau, Ketchikan, Kodiak, Petersburg, Sand Point and Sitka, Alaska. This fee is calculated at 0.125% of the landed value (fish sales).

Vessels can expect to pay a fish landing brokerage fee ranging from **\$530-\$600 USD** per landing.

C. Selling fish caught in U.S.A waters in a Canadian port.

The IPHC Secretariat will arrange for a customs broker to handle the required paperwork for selling fish caught in U.S.A. waters in a Canadian port. **Vessel owners will be responsible for any fees associated with this and should budget this into their tender costs.**

Vessels will be responsible for clearing out with U.S.A. Customs (usually in Ketchikan) with permission to proceed to a foreign port. Upon arrival in Prince Rupert, the vessel must clear in with Canadian Customs prior to the offload.

The IPHC Secretariat fish sales broker in British Columbia (Prince Rupert, Port Edward) has previously been E.T.S Moore Customs Brokers (1-778-884-3684). (email: mcbroker@citywest.ca). Basic brokerage fees seen for 2020 were:

1. Vessel arrivals between 0800 Hrs. and 1700 Hrs. Monday to Friday was \$490 CND.
2. Vessel arrivals between 1700 Hrs. and 0800 Hrs. Monday to Friday, plus all day Saturday, Sunday and holidays was \$520 CND.
3. Vessel arrivals with no cargo on board between 0800 Hrs. and 1700 Hrs. Monday to Friday was \$405 CND.
4. Vessel arrivals with no cargo on board between 1700 Hrs. and 0800 Hrs. Monday to Friday, plus all day Saturday, Sunday and holidays was \$435 CND.
5. Vessel departures between 0800 Hrs. and 1700 Hrs. Monday to Friday was \$330 CND.

6. Vessel departures between 1700 Hrs. and 0800 Hrs. Monday to Friday, plus all day Saturday, Sunday and holidays was \$330 CND.

These fees are the same regardless of where the vessel is licensed.

Vessels licensed in the U.S.A. may be assessed a Canadian Customs charge as well.

D. Tracking Vessels Licensed in Canada in U.S.A. Waters:

The IPHC Secretariat's HQ office will arrange for the Marine Exchange of Alaska (www.mxak.org) to provide Vessel Monitoring Systems (VMS) satellite tracking services. **Vessel owners will be responsible for any fees associated with this and should budget this into their tender costs.**

The Marine Exchange of Alaska (MXAK) will provide one (1), self-contained satellite transponder capable of being temporarily adhered to the exterior of each vessel employed by the IPHC. The transponder will be programmed for one (1) position report per hour throughout the vessels' trips. The MXAK will provide the vessels' position data to the IPHC and USCG 17th District command center via a secure web-based display (Automated Secure Vessel Tracking System –ASVTS). The units are self-contained, requiring no external power, there is no electrical installation required. The Marine Exchange will deliver the transmitters to North Pacific Maritime, or any other agent being used by IPHC in Ketchikan, AK to be installed by the vessel crew prior to their departure.

Per Vessel Costs:

1. Transmitter activation fee (per unit) \$100 USD
2. Transmitter equipment rental \$35 USD per week
3. Satellite and ASVTS Access Fee, 1 position report/hr \$30 USD per week.
4. Delivery and Return Shipping \$15 (USD) per unit (unless dropping off in Ketchikan)

Tracking fees in 2022 were approximately **\$900 USD** for 12 weeks of work.

Appendix II: Protected Species information

A. Marine Mammal Interactions

As part of receiving a Letter of Acknowledgment from NOAA Fisheries for IPHC FISS operations, the vessel requirements and procedures for avoiding marine mammals and reducing interactions are detailed in the vessel contract and summarized in part below.

Monitoring Measures

The vessel captain or any crew on watch, or the IPHC Secretariat onboard will be required to visually monitor the area of operation for marine mammals and other protected species during all longline operations. The objective is to avoid transecting or operating in areas with significant concentrations of animals.

Operational Procedures

The “move-on” protocol will be implemented if protected species are present near the vessel and appear to be at risk of interactions with the longline gear; longline sets are not initiated if marine mammals are detected and represent a potential interaction with the longline gear, as determined by the professional judgment of the lead setline survey specialist and vessel captain. The location of the sampling station may not be altered to avoid potentially adverse interactions; however, the fishing plan can be adjusted to return to the area at a later time or date.

To reduce depredation and habituation of whales, if whales begin to depredate, IPHC FISS vessels are instructed to sink the line back down and travel to and haul gear on a different station set, returning to the station where the whales were later the same day (within 24 hours). IPHC FISS protocols specifically prohibit chumming before or during the longline setting operations (i.e. releasing any bait or entrails from previous catch).

Reporting

The vessel captain and crew should work with the IPHC Secretariat to record any marine mammal sightings and depredation events. Incidentally captured marine mammals that are still alive should be released from longline gear to the water as soon as possible with no gear or as little gear remaining on the animal as possible. Animals are released without removing them from the water, if possible. Any data collection should not delay the animal’s release.

In the event that the animal can safely be brought aboard or near enough for closer inspection, the setline survey specialist will collect as much data as possible from captured animals considering the disposition of the animal; i.e., if it is in imminent danger of drowning, it is released as quickly as possible. If the safety of the crew and captured animal will not be compromised, the scientific party will attempt to collect biological information from captured marine mammals before they are released, including species identification, sex identification, estimated length, and photographs. Photos of dead marine mammals (and live if possible), should include a picture of the nature of gear entanglement, and for cetaceans an image of the left and right side of the dorsal fin to help determine stock ID. Information should also describe whether the animal was seen prior to the entanglement, a description of its behavior, and any mitigation measures used and discretionary decisions made by the IPHC Secretariat, including a rationale for those decisions. This information will be recorded in the FISS cruise logbook, and the Protection Species Mitigation and Handling Forms and conveyed to NOAA Fisheries within 24 hours of capture or as soon as ship-to-shore communication allows.

In the event of any incidental capture or entanglement of marine mammals in any gear or any collisions of marine mammals with the vessel, the scientific personnel will contact the IPHC Secretariat with the encounter and condition information as soon as possible and within 24 hours.

B. Seabird Regulations

The current regulations are as follows but may change prior to the FISS season. All IPHC FISS vessels must comply with seabird deterrent measures as required by federal management authorities. Check current regulations prior to the FISS.

Canada: Vessels fishing in Canadian waters will be required to meet Fisheries and Oceans Canada requirements as set out for the Pacific halibut (L tab) fleet.

- (1) Subject to subsections (2) and (3), vessel masters fishing:
 - a. Vessels more than 16.8 m in overall length fishing shall deploy paired streamer lines when setting longline gear.
- (2) Vessel masters fishing vessels that have no masts, poles or rigging shall deploy at least one (1) towed buoy when setting longline gear.
- (3) Vessels masters shall deploy gear described in subsection (1) at all times when setting longline gear except:
 - a. during the period between 30 minutes after sunset and 30 minutes before sunrise; or
 - b. when the current wind speeds, at the nearest marine weather station, are reported as greater than 64 kilometres per hour (35 knots); and
 - c. when current wind speeds, at the nearest marine weather station, are reported as between 46 and 64 kilometres per hour (25 and 35 knots) the vessel master shall deploy only a single streamer line or for vessels less than 9 m, either a single streamer line or a single towed buoy.
- (4) Vessel masters shall ensure that streamer lines are deployed so that:
 - a. the streamers are in the air at least 30 m beyond the point at which the groundline enters the water; and
 - b. towed as close to the groundline as is practical under the prevailing conditions of wind and sea.
- (5) Vessel masters shall ensure that towed buoys are deployed so that the buoy is towed further astern than the point at which the groundline enters the water.
- (6) When setting longline gear, vessel masters shall:
 - a. use baited hooks that sink to the bottom as soon as they are put in the water, e.g. use sinking groundlines, thawed bait, additional weight on the groundline;
 - b. discharge old bait and offal so as not to attract seabirds to the longline gear; and
 - c. use bait fish that do not retain air in their swim bladders or puncture the swim bladder.
- (7) All birds caught shall be recorded by species in Integrated Groundfish Fishing Log.
- (8) Birds shall be released in the least harmful manner.

U.S.A.: For vessels fishing in USA waters, all vessels over 16 metres (55 ft) must comply with the following seabird regulations:

Requirements:

The operator of a vessel must conduct fishing operations in the following manner:

- (i) Use hooks that when baited, sink as soon as they are put in the water.
- (ii) Must not discharge offal while gear is being set.
- (iii) Make every reasonable effort to ensure that birds brought on board alive are released alive and that wherever possible, hooks are removed without jeopardizing the life of the birds.

The operator of that vessel must employ one (1) or more of the following seabird avoidance measures:

- (i) For inside waters (Prince William Sound, Southeast Inside District, and state waters of Cook Inlet), all vessels must tow a single streamer line to prevent birds from taking hooks;
- (ii) All other waters all vessels must tow a paired streamer line while gear is being set to prevent birds from taking hooks

Single Streamer Standard:

- (i) A single streamer line must be deployed in such a way that streamers are in the air for a minimum of 40 m aft of the stern and within 2 m horizontally of the point where the main groundline enters the water.
- (ii) **Material Standard:** The minimum streamer line specifications are as follows:
 - Length** 91 metres (300 feet)
 - Spacing of streamers:** Every 5 meters until performance standard is achieved.
 - Streamer material:** Brightly colored, UV protected plastic tubing or 1 centimetre (3/8 inch) polyester line or material of equivalent density. An individual streamer must hang from the mainline to 0.25 meters off the water in the absence of wind.

Double Streamer Standard:

- (i) Deploy a minimum of two (2) streamer lines while setting hook-and-line gear. If both streamer lines cannot be deployed prior to the first hook, at least one (1) streamer line must be deployed before the first hook and both streamers must be fully deployed within 90 seconds
- (ii) Exceptions: In conditions of wind speeds exceeding 55 kilometres per hour (30 knots), it is acceptable to fly a single streamer from the windward side of the vessel. In winds exceeding 83 kilometres per hour (45 knots), the safety of the crew supersedes deployment of the streamer lines.
- (iii) Paired streamer lines must be deployed in such a way that streamers are in the air for a minimum of 40 m aft of the stern for vessels under 30 m (100 ft) and 60 m aft for vessels over 30 m (100 ft). The paired streamer lines must be deployed on each side of the main groundline.
- (iv) **Material Standard:** The minimum streamer line specifications are as follows:
 - Length** 91 m (300 feet)
 - Spacing of streamers:** Every 5 meters until performance standard is achieved.
 - Streamer material:** Brightly colored, UV protected plastic tubing or 1 centimetre (3/8 inch) polyester line or material of equivalent density. An individual streamer must hang from the mainline to 0.25 meters of the water

in the absence of wind.

FOR MORE INFORMATION:

<https://www.fisheries.noaa.gov/national/bycatch/seabirds>

<https://www.fisheries.noaa.gov/alaska/bycatch/seabird-avoidance-gear-and-methods>

The following link has a video demonstration of tori tine deployment by Washington Sea Grant, Clip#3 specifically:

<https://www.youtube.com/playlist?list=PLpZeSH7XVI0wa4BSVSbY1qR5wVicFAXhb>

Appendix III: Careful Release of Pacific Halibut – Best Practices

A portion of the U32 Pacific halibut that are caught on the FISS are tagged and released. A small percentage of released Pacific halibut succumb to injury or stress. In order to reduce the potential mortality of the released fish the IPHC Secretariat and the vessel captain and crew must follow the practices listed below:

- Treat Pacific halibut (and any other fish) gently.
- Minimize handling and release carefully.
- When possible, unhook the fish in the water.
- If the Pacific halibut must be brought aboard, cradle it to protect the spine and internal organs, and slip it head-first back into the sea.
 - Handle the fish in a designated area and protect it from injury if it is flailing
- If the fish is hooked firmly such that the hook cannot be removed without further injury, cut the hook from the gangion as close to the hook as possible.

These steps must be taken to ensure the survival of released Pacific halibut.

Appendix IV: Harassment in the Workplace

A. What is harassment?

Federal regulations (U.S.A. Civil Rights Act, U.S.A. Equal Employment Opportunity Commission, and Canadian Human Rights Commission) protect employees from harassment in the workplace based on race, color, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, age and criminal convictions. The IPHC and vessels contracted to the IPHC adhere to these laws. Harassment is any behavior that demeans, humiliates, or embarrasses a person, and that a reasonable person should have known would be unwelcome. It includes actions (e.g., touching, pushing), comments (e.g., jokes, name-calling), or displays (e.g. magazines, posters, cartoons). Speech (including swearing and offensive jokes) can also be considered workplace harassment if someone feels that the language used is severe or pervasive enough to create a hostile or abusive work environment.

Some examples of harassment include:

- unwelcome remarks, slurs, jokes, taunts, or suggestions about a person's body, clothing, race, colour, place of origin, religion, age, marital status, family status, physical or mental disability, sex, sexual orientation, political belief, or criminal or summary conviction offence unrelated to employment;
- unwelcome sexual remarks, invitations, or requests (including persistent, unwanted contact after the end of a sexual relationship);
- displays of sexually explicit, sexist, racist, or other offensive or derogatory material;
- written or verbal abuse or threats;
- practical jokes that embarrass or insult someone;
- leering (suggestive staring) or other offensive gestures;
- unwelcome physical contact, such as patting, touching, pinching, hitting;
- patronizing or condescending behavior;
- humiliating an employee in front of co-workers;
- vandalism of personal property;
- and/or physical or sexual assault.

Whether or not behavior is harassment depends on the individual's tolerance or sensitivity to it. The law supports this interpretation.

Consensual Banter

Two (2) or more employees bantering back and forth is not harassment if everyone involved is in agreement. However, such banter is harassment if any employee feels uncomfortable with this behavior, and the behavior continues even after that person has expressed their discomfort, or if the others involved should have known the person was uncomfortable. This type of harassment can create what is known as a "poisoned work environment," where employees do not feel safe and feel consistently humiliated.

- B. IPHC Secretariat and the IPHC vessel captain and crew must abide by the following:

i. Respect others

Each employee has the right to be treated fairly and respectfully in the workplace. Each employee also has the responsibility to treat others in a way that respects individual

differences. No matter what your opinion, or that of the people with whom you interact at work, showing mutual respect and consideration will make everyone's work and life aboard the boat easier. If you have doubts about whether a joke, comment, coarse language, or other behavior will embarrass, humiliate, degrade, or otherwise bother someone, then don't say or do it.

ii. Speak up and report harassment

If someone behaves in a manner that offends, harms, humiliates, or degrades you, do not put up with it. First, if you feel that you can speak to that person, do so. Let them know how you feel. Tell them the behavior is inappropriate. If they continue the behavior, or if you do not feel you can speak directly to the person, you have several options, from speaking to the vessel captain, the IPHC lead setline survey specialist, or the setline survey coordinator.

C. IPHC vessel captain and IPHC Secretariat responsibilities

i. Put a stop to harassment

The vessel (owner/captain) and the IPHC have full responsibility for making sure the work environment is free from harassment. If you become aware of harassment in your work environment, you must do everything you can to stop it, whether or not a complaint has been made. Not knowing that one's actions are perceived as harassing is not an excuse. It is important for you to be aware of the behavior of those around you and how it affects a professional working environment. If a reasonable person should have known that harassment was going on, you will still be held responsible if you let the situation continue. Harassment will not be tolerated, and necessary actions will be taken to stop it.