

WCPFC ROP Minimum Standard Data Fields.

The format of how the WCPFC ROP Minimum Standard Data Fields will be presented for collection by observers is up to the individual observer programmes to develop; however if providers need a format to use as a guide that includes all the fields and suggested instructions for this set of minimum data standard fields. The FFA/SPC have developed forms and formats that are used by many programmes already, these are available on the SPC Website under the Oceanic Fisheries Programme (OFP) and could be adapted to suit your programme.

Unless otherwise instructed when entering any field on any observer form, please make sure all fields are clearly printed in English, do not abbreviate unless told to do so;

- use the best codes where indicated;
- make sure every forms is labelled with at least your name and trip number; if there is no information available for a field or its not applicable, please place a dash in this field, leaving it blank does not tell the data entry persons if you just forgot to fill the field in, or if there is no available information;
- make sure that all Yes/No are circled;
- all units of measure or power should be clearly indicated (circled);

GENERAL VESSEL AND TRIP INFORMATION FOR ALL VESSEL TYPES

VESSEL IDENTIFICATION

Name of vessel	Name must be clearly written, make sure any numbers connected with the name are included. i.e. "Moonlight No 6"
Flag State Registration Number	This number will be sourced from the vessel papers. You can normally get this information during the briefing.
International Radio Call Sign	The vessel call sign is usually issued to the vessel by the flag State in accordance with IMO regulations and procedures. This can become the WCPFC identification number of the vessel
Vessel Owner/Company	Name and contact if possible of the owner of the vessel, if it is owned by a company, then use the company name.
Hull markings consistent with CMM 2004-03	The hull markings should be consistent with CMM 2004-03; these are virtually the same as the FAO standards on vessel markings except that a few letters disallowed in the FAO standards are permitted in CMM 2004-03 standards.
"WCPFC Identification number" WIN markings consistent with CMM 2004-03	If the vessel does not have an IRCS number, the flag State must create and issue a "WCPFC Identification number" or WIN number and use this as the vessel identifier. In the majority of cases, the IRCS number and WIN would be the same number.
WIN format for markings consistent with CMM 2004-03	WIN if used separate from IRCS shall consist of letters and numbers to be painted on the hull or super structure.
International Maritime Organization 'IMO' or Lloyd's Register number 'LR'	Effective 1 January 2016 all fishing vessels at least 100 GT or 100 GRT fishing in the Convention Area beyond the area of national jurisdiction must have IMO or LR numbers Observers are asked to collect these in the appropriate data field.

VESSEL TRIP INFORMATION

Date and time of departure from port	The day and time the vessel leaves port to start its fishing campaign. I.e. lifts its anchor, or lets the ropes free from the wharf.
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Port of departure	Name of the port of departure - as a help also include the country
Date and time of return to port	The day and time the vessel returns to a port (usually taken when vessel either drops the anchor or ties up to a wharf or another vessel in port; at the completion of its trip.
Port of return	Name of the port where the vessel returns- as a help also include the country.
OBSERVER INFORMATION	
Observer name	Your name clearly printed using the format - First name First - Last name Last (Do not use initials) an observer with the first name John last name Smith would write John Smith (Not JS - J Smith or Smith John)
Nationality of observer	Country where the observers passport is issued
Observer provider -country and or organization	Organisation that employs the observer and has organised the provision of the observer to the vessel. In the case of the Philippine it most likely would be :BFAR National Observer Programme: Philippines
Date, time and location of embarkation	The day and time the observer leaves the port, to start their observer trip. (Note in most cases this will be the same as the vessel start dates and times)
Date, time and location of disembarkation	The day and time the observer returns to a port at the completion of their trip. (Note in most cases this will be the same as the vessel return dates and times)
CREW INFORMATION	
Name of captain	The captains name clearly printed in the format - First name First - Last names Last (Do not use initials) - This may be difficult to determine particularly with some Asian vessels, therefore write the name the way the captain is named on paperwork or from identification he/she shows you.
Nationality of captain	Passport nationality of the captain, Note - in your written notes if you wish you can record the Captain's birth country, if this is available, i.e. Capt is Korean born and speaks in Korean but holds a NZ Passport.
Identification document	Document that confirms nationality i.e. passport "field not on form"
Name of fishing master	The fishing master name clearly printed in the format - First name First - Last names Last (Do not use initials) This may be difficult to determine particularly with some Asian vessels so write the name the way the fishing master is named on paperwork or from identification he/she shows you.
Nationality of fishing master	Passport nationality of the fishing master, if the vessel has one that is separate from the captain. Note - in your written notes if you wish you can record the fishing master birth country, if this is available, i.e. Fishing master is Japanese born but holds an Australian Passport.
Identification document	Document that confirms nationality i.e. passport "field not on form"
Other crew	Total the number of the other crew on board and if possible indicate the numbers of each nationality i.e. 8 Philippines 6 Samoans 4 Taiwanese, etc.
Total number of crew	Add the total number of persons on the vessel including all the officers captain etc, (Do not count yourself in this number, even if you are on the crew list for insurance purposes.)

VESSEL ATTRIBUTES	
Vessel cruising speed	Cruising speed of the vessel is the speed the vessel travel, which allows it to optimize its fuel usage, but also gets the vessel along at a good speed. It is not the top speed of the vessel.
Vessel fish hold capacity	The total maximum amounts in metric Tons (mT.) that the vessel freezers, wells and other fish storage areas on a vessel can hold.
Freezer type	Indicate by answering Yes/ No to all the different types of refrigeration methods the vessel has on board, many vessels may have more than one type of freezer.
Length (specify unit)	The “LOA” Length Over All can be taken from the vessel plans or from other paper work that indicates the LOA.
Tonnage (specify unit)	The vessel may be registered using Gross Tonnage (GT) or in (GRT) this will be indicated on the vessel registration papers.
Engine power (Specify unit)	The engine power and the power units used on board can usually be found in the vessel plans or from other paper work of the vessel. If not sure where to look, ask the engineer.
VESSEL ELECTRONICS	Indicate “Yes or No” if on board. In your written notes you may like to indicate the numbers of each on board as well as the special uses some of this equipment may be used for.
Radars	Indicate Yes if on board No if not sighted
Depth Sounder	Indicate Yes if on board No if not sighted
Global Positioning System (GPS)	Indicate Yes if on board No if not sighted
Track Plotter	Indicate Yes if on board No if not sighted
Weather Facsimile	Indicate Yes if on board No if not sighted
Sea Surface Temperature (SST) gauge	Indicate Yes if on board No if not sighted
Sonar	Indicate Yes if on board No if not sighted
Radio/ Satellite Buoys	Indicate Yes if on board No if not sighted
Doppler Current Meter	Indicate Yes if on board No if not sighted
Expendable Bathythermograph (XBT)	Indicate Yes if on board No if not sighted
Satellite Communications Services (Phone/Fax/Email numbers)	Indicate all the vessel Satellite numbers if the vessel has Satellite communications on board
Fishery information services	Indicate Yes if used by the Vessel board - No if not sighted
Vessel Monitoring System	Indicate the type of systems used on a vessel- The most popular and widely used system is the INMARSAT system, however some vessels may use the ARGOS system- some vessels may have both. There are also other systems if these are being used please record

LOGLINE INFORMATION	
VESSEL ATTRIBUTES	
Refrigeration Method	Indicate by answering Yes/No to all the different types of refrigeration methods the vessel has on board as indicated on the RLL-1 Form - many vessels may have more than one type of freezer.
GENERAL GEAR ATTRIBUTES	
Mainline material	The materials used in the mainline of the vessel some examples are Kuralon- Braided nylon, - Monofilament Nylon there are many more.
Mainline length	What is the total length of the mainline when it is fully set usually recorded in miles or kilometres (make sure the unit is clearly indicated)
Mainline diameter	What is the diameter of the mainline; you can measure this with small calipers if you have them or just ask the Engineer or Bosun. Measurement is usually recorded in Millimetres.
Branch line material(s)	A branch line can consist of one type of material like monofilament or it can be made up of many different materials like braided nylon wire trace and mono filament, etc
SPECIAL GEAR ATTRIBUTES	
Wire trace	At the trip level indicate Yes or No -if the vessel uses wire traces on some or all their lines (Yes) or if no wire traces are used then record No. If wire traces used on all lines during the trip then record "ALL LINES" If the vessel used wire traces on certain branch lines during the trip record, where possible, information on the location of the branch line where used (for example “used on first and tenth branch lines from the float”). If the proportion of leaders that are wire varies within a trip, record the average based on a sample of ten baskets in different sets. (<i>instruction changed</i>)
Mainline hauler	Indicate Y or No - Most long line vessel will have an instrument that hauls the lines in after it has been set- some very small vessels may haul line by hand.
Branch line hauler	Indicate Y or No - Some long line vessels may use special haulers to coil the branch lines.
Line shooter	Indicate Y or No - Some vessels allow the long line to drag over the side and regulate depth-of setting by the speed of the vessels, many long liners have a special piece of equipment that regulates the speed of the line going into the water and therefore along with a constant setting speed of the vessel allow the line to be set at uniform depth along the length of the line
Automatic bait thrower	Indicate Y or No -Most vessels manually throw the branch lines with the bait away from the wash, especially if the bait is vulnerable to bird strikes. However there are a number of vessels that use automatic bait throwers so the bait is constantly thrown away from the wash at a determined distance.

Automatic branch line attached	Indicate Y or No - Most lines are attached manually at a regular distance along the mainline by a crewman, however some vessels may have an automatic branch line mechanisms that attaches the branch at regular intervals.
Hook type	Record at the set level what type of hook or hooks is used. Examples are J Hooks - Circle hooks-offset circle etc, the vessel usually uses one type, but may use a couple of types. <i>(instruction changed WCPFC12)</i> *Note that the SPC/FFA observer programme uses an excellent SPC-produced "Terminal Gear Identification Guide"; which clearly identifies the most common hook types and sizes
Hook size	Record at the set level the size of the hooks used, if not sure ask the Bosun or refer to a hook catalogue. <i>(instruction changed WCPFC12)</i> *Note that the SPC/FFA observer programme uses an excellent SPC-produced "Terminal Gear Identification Guide"; which clearly identifies the most common hook types and sizes.
Tori Line <i>(Changed WCPFC12)</i>	Record Yes or No at the set level whether the vessel uses a single or double Tori lines when setting (0=none, 1=single tri line and 2=double tri line). A Tori line can have a number of different designs but is basically a line with ribbons and other attachments to scare birds away from the branch line baits. <i>(Instructions changed WCPFC12)</i>
Side setting with bird Curtain <i>and weighted branch lines</i> <i>(Changed WCPFC12)</i>	Record Yes or No at the set level – whether the vessel used side-setting with bird curtain also record whether weighted branch lines were in use <i>(Instructions changed WCPFC12)</i>
Weighted branch lines- <i>(Added WCPFC9)</i>	At the trip level record whether or not the vessel uses weighted branch lines (Yes or No). If yes, record the mass of the weight attached to the branch line. If more than one type of weighting is used during a trip, describe each type and indicate the proportion based on a sample of ten baskets in different sets. <i>(instructions changed WCPFC12)</i>
Shark lines <i>(Added WCPFC12)</i>	At the set level, record the number of shark lines (branch lines running directly off the longline floats or drop lines) observed. Where possible, record the length of this line for each set.
Blue dyed bait	Record Yes or No at the set level -whether the vessel used bait that has been dyed especially to look blue. <i>(instructions changed WCPFC12)</i>
Distance between weight and hook (in metres), <i>(Added WCPFC9)</i>	Measure the distance in metres from where the bottom of the weight is attached on the branch line to the eye of the hook.
Deep setting line shooter <i>(Changed WCPFC12)</i>	Record Yes or No at the set level – whether the vessel used a deep setting line shooter. <i>(instructions changed WCPFC12)</i>
Management off offal discharge <i>Added WCPFC12)</i>	Record Yes or No at the set level- whether the vessel used the management of offal discharge.
Strategic offal disposal <i>(Changed WCPFC12)</i>	Record Yes or No at the trip level whether the vessel used strategic offal disposal (dumping offal to attract seabirds away from hooks, or not dumping offal). <i>(Instruction changed WCPFC12)</i> *Note that most vessels discard their offal from processed fish by different methods, describe what the vessel does- example the vessel may just throw it over the side as they process the fish, they may accumulate offal in baskets and throw it over in one go, they may have machines that blends the offal into a liquid form and spray over the side, they may use it to deter bird strikes when setting, etc.

Date and time of start of set	Date and time the first buoy is thrown into the water to start the setting of the line.
Latitude and Longitude of start of set	Take the GPS reading at the time the first buoy is thrown into the water
Date and Time of end of set	Date and time the last buoy (usually has radio beacon attached) at the end of the mainline thrown into the water
Latitude and Longitude of end of set	Take the GPS reading at the time the last buoy is thrown into the water
Total number of baskets or floats	A basket is the sum of all the hooks set between two buoys on a longline; usually it is the same as the number of floats set minus one.
Number of hooks per basket, or number of hooks between floats	How many hooks set from one buoy to another, the number is usually constant along the line, but can vary in some cases, also if the vessel also sets a branch line on the buoy count this as a hook between floats as well.
Total number of hooks used in a set	How many hooks used, usually calculated by multiplying number of baskets by the number of hooks between the baskets.
Line shooter speed	If the vessel has a line shooter, it will normally have an indicator to show its running speed, as well as a sound indicator or light, that beeps at a regular interval, when it is time to attach a branch line.
Length of float-line	Length of the line that is attached to the floats, get a coil and measure the length. It usually remains the same throughout the trip.
Distance between branch-lines	Distance the branch lines are attached to the mainline can be determined easily if vessel has a line shooter with electronic attachment indicator.
Length of branch-lines	Measure the length of a sample of the of the majority of branch lines used, some may vary slightly due to repairs.
Time-depth recorders (TDRs)	Does the vessel use TDRs on its line, record the number it may use and where along the mainline they attach them to the branch lines.
Number of light-sticks	At the set level indicate whether the vessel uses light sticks on its line, record the number it used, and record, where possible, information on the location (for example “used on first and tenth branch lines from the float”). (<i>instructions changed WCPFC12</i>)
Target species	What species does the vessel target - Tuna (BET YFT) Swordfish, Sharks. Etc.
Bait Species	At the set level , record the bait species used Pilchard, Sardine, Squid, artificial bait, etc (<i>instructions changed WCPFC12</i>)
Date and time of start of haul	Date and time the first buoy of the mainline is hauled from the water to start the haul.
Date and time of end of haul	Date and time the last buoy of the mainline is hauled from the water to end the haul
Total amount of baskets, floats monitored by observer in a single set	How many floats or baskets monitored by the observer. Observer can monitor this by counting the number of floats they watch coming on board.
INFORMATION ON CATCH FOR EACH SET	
Hook number, between floats	The hook number that the fish is caught on count hooks from the last float hauled on board to next float hauled on board
Species code	FAO code of species caught
Length of fish	Measure length of species using the recommended measurement
Length measurement code	Code the type of measurement used i.e. all tunas are UF upper Jaw to fork length

Gender	Sex the species if possible if species checked but too difficult to determine use indeterminate "I" if not seen i.e. on a whole fish use Unknown "U"
Condition when caught	Use condition codes to indicate status when caught. For each observed silky and oceanic whitetip shark, sea turtle, seabird or marine mammal, add three new codes: hooked in mouth', hooked deeply (throat/ stomach)', and hooked externally'. <i>(instructions changed WCPFC12)</i>
Fate	What happens to the fish after its caught use the codes supplied
Condition when released	Use condition codes to indicate status when released to the sea. For each observed silky and oceanic whitetip shark, sea turtle, seabird or marine mammal, record 'hook and/or line removed'. <i>(instructions changed WCPFC12)</i>
Tag recovery information	Record as much as information as possible on any Tags recovered

PURSE SEINE INFORMATION AND DATA

VESSEL AND RELATED ATTRIBUTES

Number of onboard support vessels	How many vessels on board other than the net skiff, i.e. speedboats light boats, tow boats.
Aircraft Make/Model,/Colour/Call-sign/Registration	If the vessel has a helicopter on board record all the details, usually you can get information from the Pilot.

GEAR ATTRIBUTES

Maximum depth of net	Ask the engineer what is the maximum net depth
Maximum length of net	Ask the engineer what is the maximum net depth
Net mesh size	Measure and record the net mesh size of the main body of the net
Brailer capacity sizes	Record the size of the main brailer used in mT. if there is more than one brailer record the other sizes as well.

INFORMATION ON DAILY ACTIVITIES

Date and time of start of daily activities	Record date and when you start each day, record both the /ships time and the UTC time at the same time. Be aware that dates may differ between UTC and ships time.
Time of activity	Record ships time for each activity as indicated on the activity codes table.
Latitude and longitude of activity	Take the position of each activity.
Numbers of school sighted per day	How many free or associated schools of fish were sighted during the day? The vessel may not set on these because of size or amount in school.

SCHOOL INFORMATION

Method of detection of school	How did the vessel first detect the fish - use the best code
Type of school association	Use codes to describe type of school, remembering that fish feeding on bait fish with no floating objects around is considered unassoc.

SET INFORMATION

Observer's record of date and time of start of set	Record the Start of set usually recorded when the pelican hook is released and net skiff slides in to the water taking the net with it
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Observers record of date and time of end of set	Record when the net skiff is hauled on board after the set
Vessel's record of date and time of start of set	Record what time and date the vessel has entered in the Log sheet for the same set (note do not adjust your time to suit the vessel log it may be different by a few minutes, this is acceptable.
Retained catch, by species	Record all species that are retained using the FAO codes
Discards, by species	Record all species that are discarded using the FAO codes
Tag recovery information	Record as much as information as possible on any Tags recovered

INFORMATION ON CATCH FOR EACH SET

Species code	Record all species that are measured using the FAO codes
Length measurement code	Record all species as per the measurement methods given in the codes
Length	Length measured in Centimetres

POLE-AND-LINE INFORMATION AND DATA

VESSEL ATTRIBUTES

Vessel fish hold capacity	Record in metric tonnes the total capacity of the fish holds of the vessel.
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GEAR ATTRIBUTES

Automatic poling devices	Record the number of automatic polling devices and comment whether they are used regularly or not.
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INFORMATION ON DAILY ACTIVITIES

Date and time of start of daily activities	Write the date and time that the vessel uses and record all activities using this time
Time of activity	Record time of every activity using ships time, unless otherwise stated.
Latitude and longitude of activity	Record Latitude and Longitude making sure to include the EW/ NS and record to three decimal places where possible.
Type of activity	Use one of the appropriate Activity codes to describe the activity.
Numbers of school sighted per day	Record the number of individual schools of tuna sighted each day

BAITFISHING INFORMATION

Bait species caught	Record bait species caught using 3 letter FAO codes. If unable to describe to species level use family group codes.
Bait Species purchased	Record Bait species purchased using 3 letter FAO Codes. If unable to describe to species level use family group codes.
Estimated weight or quantity of bait caught or used	Estimated weight of bait used for each fishing activity.

SCHOOL INFORMATION

Method of detection of school	Use “Detection Codes” on how they best describe, the way the fish were found.
Type of school association	Use ‘Association Codes” on how they best describe the fish associations. I.e. Free school, Raft , Log, Whale, etc.
INFORMATION ON CATCH PER SCHOOL FISHED	
Number of crew poling	Count number of crew carrying out polling of fish, once the polling has been well established. (Not at start or finish)
Time of start of spraying,	Record start time of sprayers.
chumming and poling	Record Start time of Chumming and Polling.
Time of end of spraying, chumming and poling	Record time they stop the spraying; Record time they stop Chumming and Polling.
Retained catch, by species	Species codes of all catch retained by the vessel: include estimated weight of each species caught per set.
Discards, by species	Species code of all catches discarded by the vessel: include estimated weight or number of each species discarded.
Tag recovery information	Record all details for any tag recovered in a set.
Species code	Record FAO Species Code for each fish that is measured in the order they are measured.
Length measurement code	UF measurements are used for all tunas “Upper Jaw to Fork” in the tail (i.e. caudal fork)
Length	Measure from tip of nose to the fork in the tail and rounding down to nearest

SPECIES OF SPECIAL INTEREST	
Marine Reptiles, Marine Mammals, Sea Birds, Designated Shark Species	
GENERAL INFORMATION	
Type of interaction	Indicate what type of interaction, i.e. caught on line - tangled in net, swimming around outside of net, etc.
Date and time of interaction	Record ships date and time of interaction
Latitude and longitude of interaction	Record position of the interaction.
Species code of marine reptile, marine mammal, or seabird.	Use FAO codes for Species.
LANDED ON DECK	
Length	Measure length in Centimetres.
Length measurement code	Measure using the measure method determined for that species.
Gender	Sex the animal if possible.
Estimated shark fin weight by species	Weigh each species shark fins separately if shark has been fined by crew, if no scales estimate the weight.
Estimated shark carcass weight by species	Weigh each carcass of a finned shark, if no scales available or body is discarded, or if it is too large to handle; estimate the weight.

Condition when landed on Deck	What is the condition when caught use codes:
Condition when released	What is the condition when discarded use codes;
Tag recovery information	Record as much as information as possible on any Tags recovered
Tag release information	Record as much as information as possible on any Tags placed on the species before being released.
INTERACTION WITH VESSEL OR GEAR ONLY	
Vessel's activity during interaction	What was the vessel doing when the interaction took place i.e. setting, hauling, etc.
Condition observed at start of interaction	Condition of species at the start of the interaction
Condition observed at end of interaction	Condition of species at the end of the interaction
Description of interaction	Indicate interaction, with the vessel gear only - caught on line - tangled in net, etc
Number of animals sighted	How many animals sighted during interaction

VESSELS & AIRCRAFT SIGHTINGS	
VESSELS & AIRCRAFT SIGHTINGS	
UTC. Date & Time of sighting	Record vessel sighting using UTC date and time from the GPS
Observers Vessel Latitude and Longitude position	Record your vessels position at time of sighting.
Where possible sighted vessel or aircraft Name	Try to identify the name of the vessel sighted usually on the stern or on the bow
Where possible sighted vessel or aircraft call-sign	Try to identify all or part of the call sign painted on the vessel, usually on the bow and or the vessel superstructure
Flag of sighted vessel if possible	If possible try to identify the flag State of the vessel, usually can see the name of the flag State indicated on the stern.
Other vessel markings	Record any other visible and prominent markings
Type of Vessel (i.e. Purse-seine - Long line, etc.)	Indicated what type of vessel using codes
Compass bearing from observers vessels to sighted vessel	What bearing is it from your vessel, to the sighted vessel using compass degrees not directions use 90 ⁰ not East
Estimated distance from observers vessels to sighted vessel	Check the sighting on the radar and use the distance indicated, if not available use your estimate
Activity of sighted vessel i.e. Fishing, Drifting, Steaming etc	Describe whether it is fishing or not fishing using the codes.
Comments-	Write any comments that will help to identify the vessel such as colour of vessel, did you take photos, etc.

OBSERVER TRIP MONITORING SUMMARY

VESSEL TRIP SUMMARY	
Observer name & nationality:	Name and nationality of observer
Observer Trip number:	Trip number used on all the other forms
Observer Provider/Programme:	Programme that supplied the observer to the vessel
Name of Vessel:	Vessel name include all numbers in the name
Vessel Call sign:	IRCS or WIN number whichever is used
Vessel Gear Type:	Type of vessel
Coastal state license, when applicable:	License of coastal state if applicable
Vessel certificate of registration:	Registration number of vessel as in 'General Attributes'
WCPFC Authorisation:	WIN number if supplied
Nationality of any boarding vessel * note this field is only to be used when a boarding is made by an inspection vessel	When at sea indicate if any patrol vessels made a boarding name and nationality of the vessel making the boarding

Did the vessel do any of the following: indicate YES or NO; for any YES response, please provide additional explanation and information)

inaccurately record vessel positions on vessel log sheet for sets, hauling and catch; (Yes No)	Check vessel log sheets against your recorded position for sets and hauls and determine if they are inaccurate (note positions may vary slightly up but should be in a very close range to your recorded positions)
inaccurately record retained 'Target Species' in the vessel logs; (Yes No)	Did the vessel record species incorrectly or inaccurately, often on Purse seiners small YFT and BET are thrown in with Skipjack
inaccurately record 'Target Species' discards; (Yes No)	Long liners often discard commercial species because they are shark or whale damaged or on Purse seiners because they are too small or are poor quality these are often not recorded at all or are under recorded (<i>Note that commercial tuna species discarded on a purse seine vessel can only be when it is unfit for</i>
inaccurately record retained By catch species (Yes No)	Long liners and purse seiners often do not record by catch species they retain such as billfish , mahi mahi
inaccurately record By catch species discards; (Yes No)	Long liners and purse seiners often do not record at all any discard species and if they do it is often inaccurate
record species inaccurately (YesNo)	Purse seiners often record BET as YFT especially when they are small
interact with non-target species: (Yes No)	Did the vessel have interaction with non-target species ; e.g. species of special interest
high grade the catch; (Yes No)	High grading is where smaller or less quality species are discarded to make way for better quality and larger species
fail to comply with any Commission Conservation and Management measure; (Yes No)	Did the vessel not comply with some of the measures in the WCPFC CMMs - i.e. set on FADS when there is a closure , etc

fish in areas where it is not permitted to fish; (Yes No)	Did the vessel fish in closed areas such as within territorial seas or specific closures given by the Commission
fail to report vessel position to countries, where required, when entering and leaving an EEZ (crossing to or from an EEZ into or out of the High Seas (Yes No)	Vessels are required to indicate to every country when they enter and leave their Zones
transfer or tranship fish from, or to, another vessel (Yes No)	Did the vessel the observer is on transfer from, or receive any tuna during the trip.
request that an event not be reported by the observer; (Yes No)	Did the Captain ask the observer not to report certain activities occurring on the vessel?
Did the operator or any crew assault, obstruct, resist, delay, refuse boarding to, intimidate or interfere with observers in the performance of their duties (Yes No)	Self-Explanatory
Did the operator fail to provide the observer, while on board the vessel, at no expense to the observer or the observer's government, with food, accommodation and medical facilities of a reasonable standard equivalent to those normally available and medical facilities of a reasonable standard equivalent to those normally available to an officer on board the vessel .(Yes No)	Self-Explanatory
use a fishing method other than the method the vessel was designed or licensed; (Yes No)	Did the vessel fish by a method to which it was not designed i.e. purse seiner setting long lines etc
lose any fishing gear; (Yes No)	Did the vessel lose any gear during it fishing campaign Describe type of gear and how it was lost.
abandon any gear; (Yes No)	Did the vessel leave gear behind when they go to port (FADS not included)
fail to report any abandoned gear; (Yes No)	Did the vessel report the loss or abandonment of gear to the authorities of the country where the vessel fishes in the case of the high seas they should report to the flag state of the vessel?
dispose of any metals, plastics, old fishing gear or chemicals;(Yes No)	Did they crew discard over the side any materials as indicated
discharge any oil; (Yes No)	Pump or lose fuel oil into the ocean
fail to monitor international safety frequencies; (Yes No)	Did not keep the radio s on the bridge tuned to 2180 etc when not in use
fail to stow fishing gear when entering areas where they were not authorized to fish; (Yes No)	When entering a non-licensed area the vessel must stow all gear These include territorial seas going to port or in countries where the vessel isn't licensed to fish,

**Data fields that should be provided by observer providers to the Commission Secretariat with the Observer Trip Monitoring Summary, to support the pre notification process;
"Commenced on June 8th 2016, (Refer Para 571/573 WCPFC12 Summary Report)"**

Observer Start date of Trip	Date observer starts their trip.
Observer End date of Trip	Date observer completes their trip.
Status of Observer Debriefing	<input type="checkbox"/> Debriefed <input type="checkbox"/> Not Debriefed <input type="checkbox"/> Pre Debriefed

FAD DATA Fields	
Name of Observer	Full name of observer -first name first - last name last
Vessel Name	Full name of vessel including numbers
Vessel IRCS	Vessel Radio Call-sign (If none WIN identification)
Observer Trip Number	Trip number allocated by observer provider
Page Number	Number pages used
Date FAD Sighted	Record date of FAD sighting
Time FAD Sighted	Record ships time FAD sighted
Latitude of FAD	Record position of FAD using Latitude
Longitude of FAD	Record position of FAD using Longitude
<p>HOW FAD IS DETECTED <u>Codes for how FAD is Detected</u></p> <ol style="list-style-type: none"> 1 Seen from vessel (No other Method) 2 Seen from Helicopter 3 Marked with Radio Beacon 4 Bird radar 6 Information from other vessel 7 Anchored (GPS) 8 Marked with Satellite/GPS beacon 9 Navigation Radar 10 Lights 11 Flock of Birds sighted from vessel 12 Other - please specify in comments 13 Being deployed (so not detected) 20 Unknown 	Record the primary method using codes to locate the FAD
<p>FAD ANCHORED OR DRIFTING (circle "Y" for <u>Anchored</u> or "N" for <u>Drifting</u>)</p>	Indicate whether the floating object is an anchored Floating object or not.
<p>MATERIALS FAD IS MADE FROM <u>Codes for FAD Main Materials</u></p> <ol style="list-style-type: none"> 1 Logs / trees / branches 2 Timber / planks / pallets / spools 3 PVC or plastic tubing 4 Plastic drums 5 Plastic sheeting 6 Metal drums (i.e. 44gal) 7 Philippines design drum FAD 8 Bamboo / Cane 9 Floats / Corks 10 Unknown (Describe) <p>FAD Attachments</p> <ol style="list-style-type: none"> 11 Chain /Cable rings /Weights 12 Cord/Rope 13 Netting hanging underneath FAD 14 Bair containers 15 Sacking /Bagging 16 Coconut fronds/Tree branches 17 Other materials (Describe) 	Record main components that make up the floating object.

<p>ELECTRONICS ASSOCIATED WITH FAD <u>Codes for Electronics associated with FAD</u> 1 Radio buoy (with identification) 2 Radio buoy -unidentified 3 GPS buoy (with identification) 4 GPS buoy - unidentified 5 Sounder buoy (with identification) 6 Sounder buoy - unidentified 7 Light buoy 8 Other (describe) (record all available identification Characters) 20 Unknown (describe in comments)</p>	<p>Record whether any electronics were associated with the floating object?</p>
<p>ORIGIN OF FAD <u>Codes for Origin of FAD</u> 1. Your Vessel deployed this trip 2. Your vessel deployed previously 3. Other vessel's - with permission 4 Other vessel's - without permission 5 Other Vessel Consent unknown 6 Drifting and found by your vessel 7 Deployed by FAD auxiliary vessel 8 Origin Unknown 9 Other Origin (specify)</p>	<p>Observer is to try to find out the origin of the object; how did it get to be in the water, etc?</p>
<p>FAD ACTIVITY <u>Codes for FAD Activity</u> 1 Setting on FAD 2 Deploying FAD 3 Servicing FAD 4 Retrieving FAD 5. Vessel drifting beside FAD attracting fish away from FAD before carrying out a Set 6. Vessel setting close to FAD specify estimated distance in comments 7 Vessel using lights of boat or light boat to attract fish from FAD during night 8 Other (Describe) 9 Investigate floating object using sonar/sounder</p>	<p>Observer's best describe the activity that the boat is involved with the FAD.</p> <p><i>Code 9 added at SC5</i></p>
<p>ESTIMATED SIZE OF FAD Simple Diagram to be drawn by observer indicating dimensions.</p>	<p>Record the width, breadth, depth of the main body of the object as found or deployed.</p>
<p>COMMENTS</p>	<p>Observer to record FAD information not covered by the</p>
<p>Depth of Netting and or other materials hanging from Floating Object (FAD)</p>	<p>Observers are to try and estimate depth and type of materials hanging below floating objects.</p>
<p>FAD Markings or numbers</p>	<p>Observers are to record any FAD markings such as Numbers – IRCS- Names - or FAD Tag numbers</p>
<p>Describe the "Floating Object" when first found by the vessel.</p>	<p>Observers are to describe the condition, attachments if any, and nature of the floating object when first</p>
<p>Describe any changes or additions to the 'Floating Object' when vessel departs.</p>	<p>Observers are to describe the condition, and any additional work or electronics attached to refresh the</p>

Code guidelines for use with Minimum Standard Data Fields

Purse seine Activity and Helicopter Codes	
1	Set
2	Searching
3	Transit
4	No fishing -Breakdown
5	No fishing – Bad weather
6	In port – please specify port
7	Net Cleaning Set
8	Investigate “Free School”
9	Investigate “Floating Object/s”
10R	Retrieve - Raft FAD or Payao
10D	Deploy - Raft, FAD, Payao
11	No fishing – Drifting at day’s end
12	No fishing – Drifting with a floating object
13	No Fishing – Other Reason
14	Drifting with Fish aggregating lights
15R	Retrieve Radio beacon/GPS buoy, etc.
15D	Deploy Radio beacon/GPS buoy, etc
16	Transhipping or bunkering
17	Service FAD or floating object
H1	<i>Helicopter takes off to search</i>
H2	<i>Helicopter returns fro search</i>

Fate Codes	
Retained Codes	
RWW	Whole weight
RHG	Headed & Gutted (Billfish only)
RGG	Gilled & Gutted (kept for sale)
RPT	Partially retained (e.g fillet loins etc)
RCC	Retained for crew consumption
ROR	Retained for other reasons (specify)
RFR	Trunk and fins retained (shark only)
Discarded Codes	
DFR	Discarded trunk - fins retained (shark only)
DTS	To small (record only for tuna)
DGD	Gear Damage (record only for tuna)
DVF	Vessel fully loaded (no more storage)
DUS	Unwanted species
DSD	Shark Damage
DWD	Whale Damage
DPQ	Poor quality
DPA	SSI species released alive
DPD	SSI species released dead
DPU	SSI species released in unknown condition
DOR	Other reason for discard.
ESC	Tuna escaped from net.
DAH	Alive Hook/Line removed (SSI & Sharks)

Purse seine - “How tuna is Detected Codes”	
1	Seen from Vessel
2	Seen from Helicopter
3	Marked with Beacon
4	Bird Radar
5	Sonar/Depth Sounder
6	Information from other Vessel
7	Anchored FAD/Payao (Previously recorded)

Purse seine – “School Associations (Tuna only)”	
Free Schools	
1	Unassociated with any other object or animal;
2	Unassociated but feeding on Bait Fish only;
Associated Schools	
3	Drifting Log /debris or a dead animal.
4	Drifting, Raft, FAD or Payao
5	Anchored Raft Fad or Payao
6	Live Whale
7	Live Whale Shark
8	Other (please specify)
9	No tuna associated

Species Caught and Released - Condition Codes	
A0	Alive but unable to describe condition
A1	Alive and healthy
A2	Alive and injured or distressed
A3	Alive but unlikely to survive
D	Dead
U	Unknown

Species Interaction Code	
G01	Entangled
G02	Hooked Externally
G03	Hooked Internally
G04	Hooked in mouth (SSI & Shark)
G05	Hooked deeply - throat stomach (SSI or Sharks)
G06	Hooked Unknown

The guideline Codes in these tables are used by most programmes collecting data for the Commission ROP. The codes in these tables can be used help to describe the Minimum Standard Data fields of the Commission. These data field codes were created by, and used by SPC in their data base; use of these codes will assist in harmonizing data entry.

Gear Usage Tables	
All	Used ALL the time in fishing
TRA	Used only in TRANSIT
OIF	Used OFTEN in fishing
SIF	Used SOMETIMES in fishing
RAR	RARELY used
BRO	BROKEN but used normally
NOL	NO LONGER ever used

Weight Tables	
WW	Whole weight
GG	Gilled and gutted
GH	Gutted and headed
GT	Gilled, gutted and tailed
GX	Gutted, headed and tailed
GO	Gutted only (gills left in)
FW	Fillets weight
TW	Trunk weight
SF	Shark Fin

Length Codes	
TL	Tip of snout to end of tail
UF	Upper jaw to fork in tail
LF	Lower jaw to fork in tail
PF	Pectoral fin to fork in tail
TW	Total width (tips of wing)
CL	Carapace length (turtles)
NM	Not measured.

Vessel and Aircraft Codes	
1	Single Purse-seine
2	Longline
3	Pole and Line
4	Mothership
5	Troll
6	Net boat
7	Bunker
8	Search or Light Aircraft
9	Fish Carrier
10	Trawler
21	Light aircraft
22	Helicopter
31	Other (Specify type)

Action Codes for Vessel Sightings	
FI	Fishing
PF	Possibly Fishing
NF	Not fishing
DF	Dumping Fish
Receiving Vessel sighted	
TR	Transshipping
SR	Set Sharing
BR	Bunkering
OR	Other
Unloading Vessel sighted	
TG	Transshipping tuna from hold of unloading vessel
SG	Set Sharing one vessels catch to another vessel
BG	Bunkering
OG	Other (Specify)