



**FIRST E- REPORTING AND E-MONITORING INTERSESSIONAL WORKING GROUP
MEETING (ERandEMWG1)
Novotel Hotel, Nadi, FIJI
8 – 10 July 2015**

REVIEW OF 2014/15 ACTIVITIES

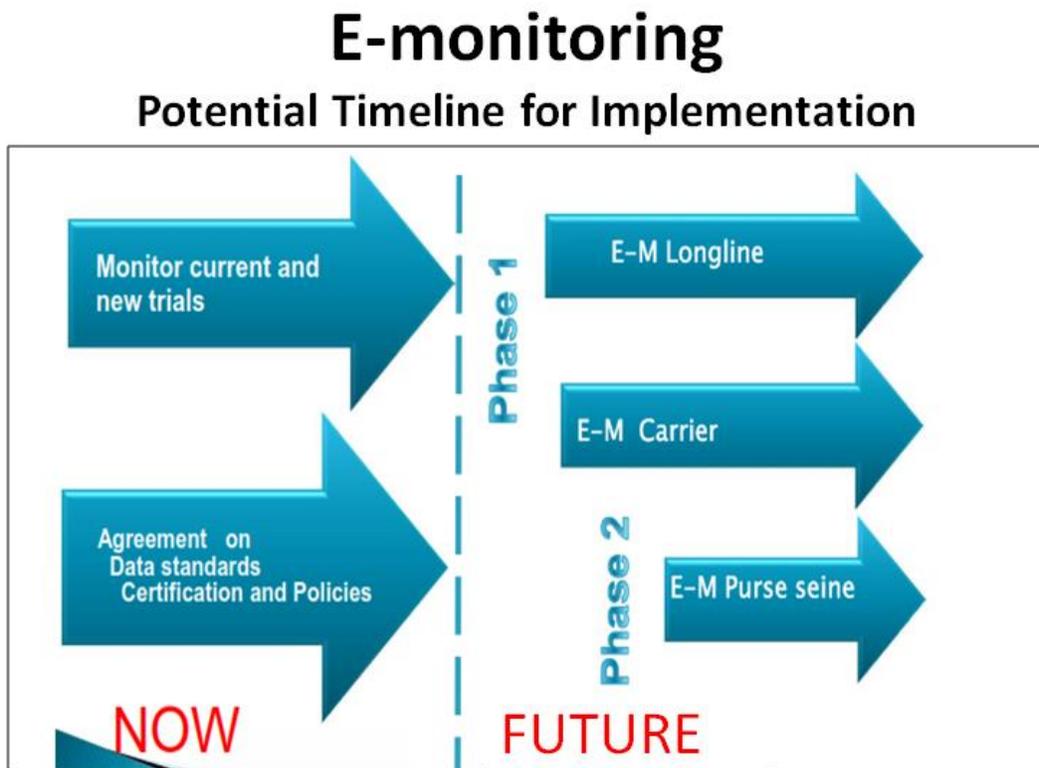
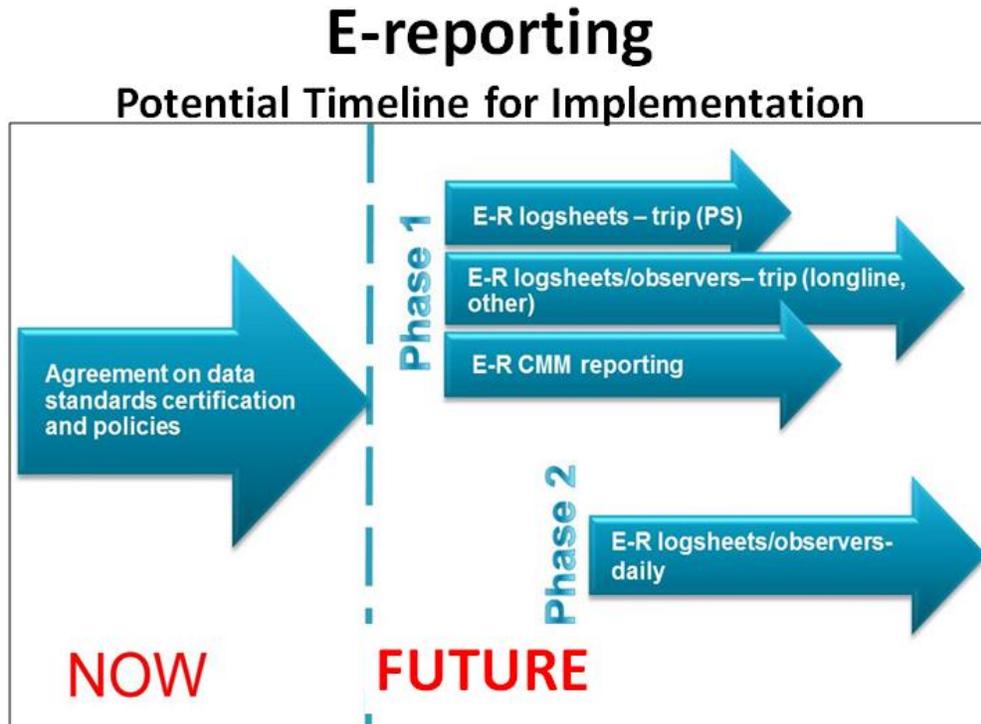
**WCPFC-2015-ERandEMWG1-03
25 June 2015**

Background

1. At WCPFC10, the Commission received a consultancy report on Potential for E-reporting and E-monitoring in Western and Central Pacific Tuna Fisheries (WCPFC10-2013/16_rev1). It was noted that progress had been made by some members in trialing electronic reporting and electronic monitoring technologies, particularly in support of both vessel operational activities and the Regional Observer Programme (ROP). It was agreed that further discussions on E-reporting and E-monitoring should be held at a workshop in early 2014.
2. WCPFC held the E-Monitoring and E-reporting workshop at FFA Headquarters (Honiara, Solomon Islands) in 31 March – 1 April 2014 to discuss the potential for electronic reporting and electronic monitoring in the WCPO and to consider next steps for progressing these initiatives. The workshop was structured so that the recommendations from the consultancy report could be discussed. A discussion paper on potential impacts on employment opportunities in small-island developing States (WCPFC-EmandErW-2014-05) was also provided as a reference document for the workshop.
3. It is recognized that electronic reporting is now operational both globally and within WCPO tuna fisheries. With respect to electronic monitoring there is at least one Member that is moving towards implementation, while other Members have trials completed or underway. The workshop recommended that WCPFC should continue to consider the application of electronic reporting and electronic monitoring technologies in the WCPO. The workshop further noted that a key risk for the Commission is the lack of documented policies and standards for these technologies. The concern is that a lack of standards could result in poor data coordination, increased data storage and transmission complexities, higher data security risk and increased long-term costs to the Commission and CCMs. The workshop also considered what might be potential timelines for implementation of electronic reporting and electronic monitoring technologies in WCPFC fisheries (see Figure 1 below).
4. A priority task for the Commission should be the development of draft standards, specifications and procedures for the use of electronic reporting and electronic monitoring technologies in WCPFC fisheries. The workshop recommended that this work would be best facilitated through the establishment of a working group. This recommendation was supported by SC10 and TCC10, for example TCC10's recommendation on this matter was...

270. TCC10 recommended to the Commission that a working group be established and that the Secretariat be tasked to develop terms of reference for the group, which will focus on the development of E-Reporting SSPs as a priority. Draft ToR should be developed in consultation with interested CCMs taking into account discussions at TCC10 and TCC10-2014-16.

Figure 1. A possible phased approach for the implementation of E-reporting (top) and E-monitoring (below) technologies in the WCPFC



5. At WCPFC11 the Commission accepted the recommendations from SC10 and TCC10, and agreed to form an electronic reporting and electronic monitoring working group (ErاندEmWG). Kerry Smith (Australia) was confirmed as Chair. The ErاندEmWG reports to TCC and SC, as appropriate. The ErاندEmWG terms of reference, includes a set of five principles and a workplan to guide the ErاندEmWG. A copy of the terms of reference is provided in Attachment 1. Importantly the work of the ErاندEmWG will take into account the current and developing fisheries monitoring and information management systems in use by members, and provide a basis for the Secretariat's preparations to be ready to receive electronic forms of fisheries data and reporting.
6. In the consideration of the ErاندEmWG workplan, it was also noted that a decision by the Commission to develop data standards can be separated from a decision by the Commission to require certain data/information to be submitted electronically. Furthermore it is expected that the early adoption of electronic reporting and electronic reporting standards by the Commission, will support and accommodate those CCMs that have commenced implementation of a range of these technologies in their fisheries, and will ensure that the Commission's databases and systems are ready to exchange electronic data in an orderly and efficient manner.

Progress in 2015 - so far

7. Circular 2015/23 was sent by the Secretariat on 22nd April 2015, confirming the scheduled date for the meeting of the ErاندEmWG in 2015. A request was also made through that circular for nominations of relevant technical experts to join the Secretariat and representative from PNAO, SPC, FFA, CDS-IWG Chair to work electronically on the development of a draft standards document (as the *ER-sub working group*). To date no nominations to join the ER-sub working group have been received by the Secretariat, and the work of the ER-sub working group is yet to commence.
8. Instead, and as part of the preparations for the first meeting of the ErاندEmWG, the Secretariat and SPC-OFP have focused their efforts on development documentation that considers the currently accepted formats for receiving electronic reporting of some of the principal scientific data sets and some of the smaller reporting formats under CMMs. This work is expected to provide a basis for discussions during the ErاندEmWG on the process and approach towards the development of a set of draft WCPFC standards for electronic reporting.
9. The Secretariat has also been working with two CCMs, on a voluntary basis, to trial mechanisms within the Secretariat to receive high seas pocket reporting and VMS manual reporting in standard electronic formats. The files have been recently provided in either comma-separated values (CSV) and to text (txt) formats (instead of in body of emails or pdf), and involved standardizing the format that the relevant CCM had previously used to provide their reports under the relevant CMMs or WCPFC decisions. The Secretariat remains very appreciative of the efforts of these CCMs to work with the Secretariat, so as to allow us to build on the Secretariats procedures used to support the RFV SSPs implementation and improve our understanding of the types of preparations that will be required in the Secretariat to be able to receive and upload electronic reported data into WCPFC databases. It is hoped that eventually these efforts will reduce manual data entry errors, reduce delays in data entry and provide a means to explore and implement automatic upload mechanisms for these reports into WCPFC databases.



TERMS OF REFERENCE FOR AN ELECTRONIC REPORTING AND ELECTRONIC MONITORING WORKING GROUP (ErandEmWG)

Background

At WCPFC10, the Commission noted that progress had been made by some members in trialing electronic reporting and monitoring, particularly in support of both vessel operational activities and the Regional Observer Programme (ROP). A workshop was held in late March 2014 to discuss the potential for electronic reporting (ER) and electronic monitoring (EM) in the WCPO and to consider next steps in progressing these initiatives. The workshop identified a priority need to further consider the application of ER and EM in the WCPO and agreed that this work be best facilitated by the establishment of a working group. The workshop further noted that a key risk for the Commission is the lack of documented policies and standards for these technologies, resulting in poor data coordination, increased data storage and transmission complexities, higher data security risk and increased long-term costs.

It is important to note that a decision by the Commission to develop data standards is separate from a decision by the Commission to require certain data/information to be submitted electronically. The adoption of ER and EM standards by the Commission will support and accommodate those CCMs that have commenced implementation of a range of EM and ER technologies in their fisheries and will ensure that the Commission's databases and systems are ready to exchange electronic data in an orderly and efficient manner.

These terms of reference define the objectives, scope and responsibilities of the working group. They set out the expectations of the Commission with respect to the outputs of the working group. These TORs may be subject to review or modification by the Commission.

Objective

1. To consider how EM and ER technologies could benefit the work of CCMs and the Commission, in supporting the objective and implementation of the Convention.

Working group

1. The working group shall be open to all Commission Members and Participating Territories.
2. All CCMs are encouraged to provide input to the work of the working group¹.
3. To the highest degree possible, the working group shall conduct its work electronically or, if convenient and cost effective, in targeted face to face meetings.
4. The working group shall report to TCC and SC, as appropriate, where the advice and recommendations shall be considered.
5. The working group shall consult with or seek advice from technical experts, including port coordinators, as necessary.
6. The working group shall be supported by the Secretariat. In particular, the Secretariat shall provide technical advice and engage relevant stakeholders in providing input into the work of the working group.

Principles

1. In its deliberations, the working group shall be mindful of existing and proposed data standards and formats in other regional bodies and RFMOs.

¹ Which should include industry representatives.

2. The working group shall consider the impacts of ER and EM technologies on the broader work of the Commission/Secretariat and look at ways to minimize data management costs.
3. The working group shall specifically consider impacts of ER and EM technologies on SIDS and endeavour to improve SIDS use of electronic technologies, including supporting trials of these technologies, to further understand their application.
4. The working group shall take into consideration recommendations from Kobe III relating to data harmonisation and exchange.
5. The working group shall not prejudice the rights and obligations of flag CCMs on data collecting and validation.

Workplan

1. As a priority, establish a group of technical experts (sub-working group) to draft standards on electronic reporting for the consideration of the working group, TCC11 and WCPFC12. The sub-working group shall consist of members of the PNAO, SPC, FFA, CDS-IWG chair, Secretariat and other CCM experts as necessary. CCMs, including industry representatives, may join the sub-working group.
2. Hold a workshop to review the draft standards and progress the development of an EM and ER strategy for consideration by TCC11 and WCPFC12, including objectives, scope, roles and responsibilities, timeframes for implementation, including
 - a. identify and assess areas where ER or EM could strengthen current reporting processes
 - b. identify specific WCPFC reporting obligations which could be submitted electronically
 - c. develop a plan of work that includes both design and implementation (potentially phased) for these obligations in particular fisheries taking into consideration
 - i. data confidentiality
 - ii. reviewing/establishing data access, protection, use and dissemination rules and procedures
 - iii. validation of data
 - iv. timeframes for data submission
3. Evaluate the best method to implement the recommendations (e.g. a CMM vs report language etc.) that may be required to accommodate ER and EM technologies
4. Consider steps to progress implementation including but not limited to cost benefit analyses, and capacity building.
5. Undertake other actions relating to the application of ER and EM technologies (e.g., integration with CDS, HSBI, port controls etc) that the Commission may wish to consider.

Timeframe

1. The working group and its progress will be reviewed at WCPFC13.
2. Consistent with outcomes from the ER and EM workshop, a phased in approach to the implementation of these technologies should be considered.

Reference

1. Progressing the development of a WCPFC draft electronic reporting standard, including for ROP – TCC10 Information Paper – WCPFC-TCC10-2014-16 [Progressing ER standards | WCPFC](#)
2. ER and EM Workshop - March 2014 - Chairs report. WCPFC-TCC10-2014-15 [E-Monitoring and E-reporting workshop report | WCPFC](#)