

Special Requirement Fund Project Report

Tuvalu Final Report

13th – 30th June 2023

Funafuti, Tuvalu

- **Name of Reporting Member Country**
 - Tuvalu
- **Proposed Project Title**
 - Electronic Debriefing Training and Electronic Reporting Refresher Training
- **Funding Source**
 - Special Requirement Fund (WCPFC)
- **Date of Submission for Funding**
 - 04th April 2023
- **Projected Started and Completed**
 - Training started on the 14th of June and completed on the 30th June 2023

1. Background

This proposed project is to compliment the Electronic Debriefing training attachment that four officers (2 Debriefers, Technical Advisor and Trainer and Tuvalu Observer Coordinator) undertook in Papua New Guinea in October 2022.

This training attachment was undertaken in PNG due to the absence of an established Electronic Debriefing system set up in Tuvalu and that PNG was the only Observer Programme that continues to implement 100 % electronic reporting for over 5 years.

The training attachment has provided the much needed inside knowledge into establishing and setting up an electronic debriefing system within the Tuvalu Observer Programme so that electronic debriefing experts in Papua New Guinea will be invited to assist with the set up and provide further trainings for the remainder of the 22 Tuvaluan Debriefers who are yet to be introduced to electronic debriefings.

The training was identified as the way forward to introduce and implement Electronic Debriefings within the Tuvalu National Observer Programme to compliment the implementation of 100% Electronic Reporting that Tuvalu Observer Programme is keen to fully implement in 2024.

The PNG E-Debriefing experts will also assist with the Electronic Reporting refresher trainings to iron out electronic data reporting that Tuvaluan Observers are now encountering.

The estimated time frame to carry out this project is 3 weeks and will be based in Funafuti, Tuvalu and has been proposed to be implemented in June, 2023.

2. Project Objectives

- Establish an electronic debriefing setup within the Tuvalu Observer Programme with assistance from electronic debriefing experts

- Implement electronic debriefings on electronic reporting of observer data provided by Tuvaluan Observers
- Provide electronic debriefing skills and knowledge to other Tuvalu Debriefers who have not been introduced to electronic debriefings.
- Assist Tuvalu Trainers in addressing electronic reporting data issues raised by Tuvalu Observers through a refresher training
- Provide Training on the PNA IFIMS Portal for Tuvalu Observer Programme Management Team

3. Methods

The key method of delivery was to have this hands-on training on-site, here in Funafuti and was focused on the following key areas;

- **Observer Debriefers.**

- Brief introduction on observer e-debriefing module on PNA FIMS Portal.
- How to use the debriefing software installed on the 6x dual screens computers. (Wonder share and Xodo)
- Use of ink colors used during debriefing e-reporting data. (Black, blue, green and red).
- Identifying the observer e-reporting app error and observer error.
- Create complete workbook from the tools provided. (Wonder share and Xodo)
- Activation process of observer e-reporting application.
- Back-up and restoring observer e-reporting data on observer tablet.
- Analyzing the observer Gen-3 form on non-compliance and compliance reporting.
- Completely Debriefed Observer Data PDF files and Zipped e-Observer Backup file compilation to hand over to Data officers.

- **Observer Coordinators and data officer.**

- Identify the observer modules access in PNA FIMS Portal.
- Introducing each module and knowledge imparting to the officers.
- Use of each of the following modules.
 - ✓ Vessel Module.
 - ✓ PCD module.
 - ✓ Observer Module.
 - ✓ Observer trip Module.
 - ✓ Reports Module.

- **Use of each tab under each module.**

- Creating trips for an observer.
- Change observer e-reporting trip status.
- Check PCD status.
- Assigned and unassigned PCD for observer before/ after embarkation.
- Tracking the PCD location when lost or observer in distress.
- Updating observer information.
- Changing observer status to active/ inactive
- Identify e-reporting trips and non- e-reporting trips.
- Extract observer e-reporting workbook

- Upload complete e-debriefing data with relevant form/ document on observer trip history.
 - Retrieving observer e-reporting data from the PNA FIMS Portal if tips not registered/ missing.
- **Observer team and Compliance team**
 - Gen-3 analyzing presentation for reporting and processing of observer Gen 3 reports for timely actioning by Compliance team.

4. Approach

The approach taken by the Tuvalu Observer Programme in delivering this project was to invite external or out of country Electronic Debriefing and IFIMs training experts to come over to Tuvalu to provide the training.

The training delivery was on-the-job training; where the Tuvalu team will be supervised by the Trainers. This on-the-job training will focus on;

- How to debrief electronic data provided by the Tuvalu Observers
- Observer Programme staff members learn more on the different functions of the tabs on the PNA FIMS Dashboard
- Explain the use of the Gen 3 filtering process to the Oceanic Team
- Setting up an Electronic Debriefing Space for Tuvalu Debriefers.

Invitation of External Trainers from PNG

Three (3) Electronic Debriefing Trainers were invited from Papua New Guinea to deliver the training. PNG is the only Observer Programme that has a 100% electronic Reporting and Electronic Debriefing taking place.

Of these 3 trainers, one was to be working with the Tuvalu Observer Programme Management team while the other two were to provide training for the six Tuvalu Debriefers. However, one of the trainer was not able to obtain his Australian Transit Visa so only two trainers arrived in Tuvalu.

The approach was to provide on-the-job training for the debriefers. Six (6) work stations were set up for the debriefers to do their on-the-job training.

Establishing an Electronic Debriefing set up for the Tuvalu Observer Programme



For the purpose of this training, the Tuvalu Fisheries Department allocated an office space within the NAFICOT building to be used as the venue.

6 dual screen computers were set up for the debriefers to use as part of the training. This set up also included internet connection. These will be the debriefers work stations to carryout electronic debriefings while under the supervision of the PNG Trainers.

This Office space is now the Tuvalu Observer Programme Electronic Debriefing Office.

Tuvalu Debriefers in the new Debriefing Office with PNG Trainers

Hands-on Training

The participants were given observer data in their electronic formats and were then asked to debrief the data under the supervision of the PNG Trainer. Two types of PDF editing softwares recommended by the PNG Trainers were used during this hands-on training. The two softwares were; Wonder share and Xodo

5. Participants

Debriefers identified to attend this training was limited to the training work station set up for debriefing. There were only six stations so 6 debriefers were requested to attend.



Debriefers engaging in Electronic debriefing



PNG Trainer observing the training session

The Following Tuvalu participants attended this training.

Participant	Position	Email Address
Onosai TAKATAKA	Senior Fisheries Officer – Observer Coordinator	otakataka@gov.tv
Gagati FALAIMA	Fisheries Observer - Observer	gfalaima@gmail.com
Lesiala PETAIA	Observer Data Entry Officer -	lesialap@tuvalufisheries.tv
Manuao TAUFILO	Senior Fisheries Officer - Compliance	manuaot@tuvalufisheries.tv
Uni LIUFAU	Fisheries Officer - Compliance	punatau89@gmail.com
Namosi Taremon	Debriefer	Namosi.tare@gmail.com
Feso Panapa	Debriefer	
Mati Fusi	Debriefer	fusi12@gmail.com
Tongatapu Aleli	Debriefer	
David Paulo	Debriefer	
Vaelei Failautusi	Debriefer	vaeleifailautusi84@gmail.com

6. Results and Outcomes

Six Tuvalu Debriefers were able to complete this three weeks of intensive on-the-job Electronic Debriefing Training.

These 6 debriefers will be used to train other debriefers in Electronic Debriefers when the debriefers return back from their trips.

The three (3) Observer Management team have also been trained on the PNA FIMS Portal and are now confidently navigating their way around the FIMS Dashboard and using the different tab functions that are displayed on the dash board.

7. Significance

This training was in line with the Tuvalu Observer Programme goal to fully implement 100% electronic reporting and go paperless in 2024.

This training has also provided the Tuvalu Observer Programme the capacity to debrief electronic data in a timely manner. Tuvalu observers are now interested in collecting data electronically.

Unlike the past, Tuvaluan Observers were not really keen to collect data electronically due to the absence of proper electronic debriefing tools. E-reporting data had to be printed and debriefed manually and were often time consuming.

Tuvalu Observer Team now understands the different functions of the Tabs in the PNA FIMS Portal and are using the FIMS to carry out a lot of administrative tasks efficiently. Prior to this training, the Observer Team had limited knowledge of the FIMS Portal and were often requesting the PNA Staff to assist them with some of the activities that needs to be done in FIMS.

8. Deliverable Items and Schedule

Electronic Debriefing accomplished. This phase 1 of the electronic debriefing training was to train Tuvalu Debriefers so that they can then train other debriefers. Now that they have been trained in Electronic Debriefings, they are fully engaged in carrying out electronic debriefing for Tuvalu Observers returning back from trip.

This is indeed a step in the right direction because the training delivered by the PNG trainers are introductory trainings and these debriefers will only get better with a lot of practice and debriefing engagements.

Training of Debriefers will be ongoing and the approach here is that, new debriefers will work alongside those debriefers that attended this training.

The Observer Team Management are now fully utilizing the FIMS Portal and navigating between the various functional tabs on the PNA FIMS dashboard.

9. Project Status

Completed phase 1 and phase 2 is ongoing (internal training)

10. Funding Support

This training received a total of USD\$23,145.00 from the Special Requirement Fund (WCPFC). This when converted came out to be an equivalent of AUD\$ 33,238.87 in Australian Dollars.

However, we only managed to have 2 trainers brought to Tuvalu from PNG. The other one was denied his Australian Vis so he had to stay back. Unfortunately for the tickets, we could not be refunded because we only found out about the visa issue on the day of travel so the airlines could not agree to refund.

A break up of the money used is provided in the table below.

USD 23,145.00	AUD 33, 238.87
Travel Fare (PNG - Tuv - PNG)	11,811.81
DSA (2 trainers)	10,331.64
Sitting Allowance (6 people)	2,100
Total	24,243.45
Unused Funds	8,995.42

11. Recommendations from Training

- Tuvalu Observer Programme to purchase the two PDF editing softwares needed to conduct electronic debriefings. These are, Wonder share and Xodo
- Ensure training of new Debriefers in Electronic Debriefing continues before full implementation of electronic reporting in 2024

12. Acknowledgement

Tuvalu Observer Programme wishes to thank the WCPFC and in particular, Aaron Nighswander and his support staff for the approval and handling of the transaction of the funds which we were able to receive in a timely manner to implement our Electronic Debriefing.

End of Report