



CCSBT-EC/1210/04

## REPORT FROM THE SECRETARIAT

### Overview

This report provides a summary of the main activities of the Secretariat since the 18th Annual Meeting in October 2011. The report recommends that:

- The term of the current Chair of the ERSWG be extended for two additional ERSWG meetings; and
- The Secretariat be tasked with developing an authoritative Compendium of CCSBT Conservation and Management Resolutions, Decisions and Recommendations together with a numbering scheme to allow easy reference of these items.

### Officials of the CCSBT

The following official positions in the CCSBT were nominated, appointed or held during 2012.

Officer	Name	Date nominated / appointed
Chair - CCSBT	Dr Akima Umezawa	17 February 2012
Vice Chair - CCSBT	To be advised (Australia)	-
Chair - Compliance Committee	Mr Stan Crothers	23 October 2009* <sup>1</sup>
Chair - SC/ESC	Dr John Annala	7 May 2007* <sup>2</sup>
Chair - ERSWG	Mr Alexander Morison	22 February 2011* <sup>3</sup>
Scientific Advisory Panel	Prof. Ray Hilborn, Dr Jim Ianelli, Dr Ana Parma, Prof John Pope	2000 to 2001

\*<sup>1</sup> The second two year term of the Chair of the Compliance Committee (CC) expires after CCSBT 20. The CC Terms of Reference only allow the CC Chair to be reappointed once.

\*<sup>2</sup> The SC/ESC Chair's current contract expires on 10 May 2014. There is no limit to the number of reappointments for this position.

\*<sup>3</sup> The ERSWG Chair is appointed for a term of at least two ERSWG meetings with the possibility of extension. There is at least 1 meeting remaining in the Chair's appointment. The Secretariat recommends that the ERSWG Chair's appointment be renewed after the next meeting for two additional ERSWG meetings with the possibility of extension.

### Secretariat Staff and Office Management

The Secretariat's staff comprised 5 full-time positions and 1 casual, part-time position during 2012. These were:

- Executive Secretary
- Deputy Executive Secretary
- Database Manager
- Compliance Manager
- Office Administrator (1 position, but shared by two people)
- Data Entry Officer (casual, part-time)

The Compliance Manager is a new position in the Secretariat, which was approved at CCSBT 18. The Compliance Manager commenced work in the Secretariat on 19 March 2012. There

have been no other changes in the staff of the Secretariat since CCSBT 16, but the Deputy Executive Secretary will finish his term with the Secretariat in June 2013.

## Financial

The audit of CCSBT's Financial Statements for 2011 by the Australian National Audit Office (ANAO) was conducted according to schedule and distributed to Members in Circular #2012/011. The outcomes of ANAO's review were positive and no items of concern were identified.

An operating surplus in the general budget of about \$388,000 is estimated for 2012. A comparison between the approved 2012 budget and the estimated outcome is included in meeting document CCSBT-EC/1210/05.

A draft budget for 2013 has been prepared for the Extended Commission's consideration and is presented in meeting document CCSBT-EC/1210/06.

## Organisation of CCSBT Meetings and intersessional discussion following meetings

The Secretariat organised and supported the following CCSBT meetings during 2012:

9th Meeting of the Ecologically Related Species Working Group	27-30 March 2012
17 <sup>th</sup> Meeting of the Scientific Committee, incorporating the Extended Scientific Committee	27-31 August 2012
7 <sup>th</sup> Meeting of the Compliance Committee	27-29 September 2012
19 <sup>th</sup> Annual Meeting of the Commission, incorporating the Extended Commission	1-4 October 2012

In addition to the above formal meetings, the Secretariat organised an informal CPUE Web meeting on 13 April 2012.

Translation of meeting reports into Japanese is up to date at the time of writing this report, with all 2011 meetings having been translated into Japanese and placed onto the CCSBT web site. Bound versions of the reports for 2011 meetings have been completed and distributed.

The Secretariat has also assisted with or coordinated intersessional discussions on various issues including:

- Draft Revision of Compliance Policy 1 (Minimum Performance Requirements)
- Revised draft template for annual reports to the Compliance Committee and the Extended Commission.
- Revision of the Audit Policy.
- Finalisation of ERS Education Pamphlets (the English versions of the seabird and shark pamphlets have been finalised and placed on the web site). Translations into Member languages has commenced with the assistance of Members and has been completed for Japanese at the time of writing this report.
- DRAFT – High-level Code of practice for Scientific Data Verification.
- ERSWG Data Exchange.

Organisation of meeting venues for 2013 is well underway, with inspections conducted, quotes obtained, preferred venues selected and tentative bookings made for meetings at the following venues and dates:

Meeting	City & Venue	Tentative booking date
ERSWG 10	Rydges Capital Hill, Canberra	Wed. 28 - Sat. 31 August 2013
SC 18	Rydges Capital Hill, Canberra	Mon. 2- Sat. 7 September 2013
CC 8	Adelaide Convention Centre, Adelaide	Thu. 10 - Sat. 12 October 2013
CCSBT 20	Adelaide Convention Centre, Adelaide	Mon. 14 – Thu. 17 October 2013

## **Meetings of Other Organisations since CCSBT 18**

The Executive Secretary has represented the Extended Commission at the following meetings since CCSBT 18:

- European Union Conference on “RFMOs – Fit for the Future” (Brussels, June 2012).
- COFI 30, Kobe Steering Committee meeting, the 4<sup>th</sup> Meeting of the Regional Secretariat’s Network, a variety of meetings for the GEF ABNJ Tuna Project<sup>1</sup>, and a meeting of the Tuna RFMO Secretariats (Rome, July 2012).

## **CCSBT Circulars**

Circulars are used to issue requests and to distribute information to Members/CNMs. A summary list of circulars is maintained on the private area of the web site for easy reference by Members. The summary list contains the circular number, date, subject(s), whether a response is required, and the due date for a response. The list of circulars gives an indication of the add-hoc and “once-off” intersessional activities of the Secretariat and Extended Commission. Thirty nine Circulars were issued between CCSBT 18 and 15 August 2012.

## **Compendium of CCSBT Conservation and Management Resolutions, Decisions and Recommendations**

Until the recent adoption of Compliance Policy Guideline 1 (CP1 - Minimum performance requirements to meet CCSBT Obligations), there was no single location where all major conservation and management resolutions, decisions and recommendations of the CCSBT could be found<sup>2</sup>. There is still no single authoritative reference document for these items because the description of some obligations within CP1 has been changed to enable the obligations to be more easily understood in isolation to the original resolution, decision or recommendation. In addition, the CCSBT has not adopted a numbering scheme for these resolutions, decisions and recommendations, which makes them difficult and cumbersome to reference.

The lack of an authoritative reference document and a numbering scheme makes it difficult for people new to the CCSBT to gain a full understanding of the rules that apply to CCSBT Members and Cooperating Non-Members (CNMs).

The Secretariat recommends that it be tasked with developing an authoritative Compendium of CCSBT Conservation and Management Resolutions, Decisions and Recommendations together with a numbering scheme to allow easy reference of these items. The initial draft compendium and numbering scheme should be provided to CCSBT 20 for its consideration and approval. After that, it is recommended that the compendium be placed on the public side of the CCSBT web site and that it be updated annually by the Secretariat.

## **CCSBT Web site**

The web site continues to be an actively updated and used information tool for both CCSBT members and the general public. The public side of the CCSBT website was updated immediately after CCSBT 18 to incorporate the results and decisions from the 2011 meetings of the CCSBT.

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<sup>1</sup> This is the “Sustainable Management of tuna fisheries and biodiversity conservation in the Areas Beyond National Jurisdiction” project from the Global Environment Fund’s, Areas Beyond National Jurisdiction Initiative.

<sup>2</sup> Resolutions could be found as a series of links on the “Operational Resolutions” page of the CCSBT web site, but most decisions of the Extended Commission only existed as text within meeting reports.

The Secretariat has been working with Web Developers in order to incorporate an active vessel register, based on information from the CDS, on the CCSBT website. This work is continuing and is expected to be complete during 2012.

### **Participation in the Fisheries Resource Monitoring System (FIRMS)**

The CCSBT is a partner in FAO's FIRMS system. During 2011/12, the Secretariat met the CCSBT's obligations to FIRMS by:

- Updating the CCSBT fact sheet for southern bluefin tuna by incorporating the ESC's latest stock status report together with relevant decisions from CCSBT 18; and
- Supplying agreed data to FIRMS.

### **Integrated MCS Measures**

Managing and implementing the CCSBT MCS measures continues to be a significant component of the Secretariat's work. Since CCSBT 18, this has included:-

- For the CDS:
  - Processing the backlogs that accumulated before creation of the Compliance Manager position, particularly in terms of reconciliations, follow-up on errors and missing information, and revising the priorities for system development.
  - Continued development and modification of the CDS database and software;
  - Processing CDS data and validation details;
  - Following up errors, incomplete information and missing forms;
  - Producing 6 monthly CDS reports;
  - Coordinating the purchase of centralised tags for use with the CDS; and
- Subscribing to the Global Trade Atlas database and monitoring trade of SBT according to that system.
- Managing the operation of the CCSBT transshipment resolution.
- Managing the CCSBT records of Authorised Fishing Vessels, Carrier Vessels and Farms.
- Producing reports for the Extended Scientific Committee and the Compliance Committee.

### **CCSBT Catch Reporting (excluding scientific data exchange)**

#### Monthly Catch Reports

The Secretariat has continued to compile these statistics and has loaded them to the private area of the CCSBT web site on a monthly basis, providing email notification to members when updates occur.

#### Reporting of Initial Quota Allocations and Final Catches by Vessel/Company

The Secretariat has provided reminders to each Member approximately one month before they were required to submit this information. On receiving the information, the Secretariat has loaded this information to a special section of the private area of the CCSBT web site. This information is only available to those who have applied for and been granted access to this information in accordance with the Rules and Procedures for the Protection, Access to, and Dissemination of Data compiled by the CCSBT.

### **CCSBT Surface Tagging Program**

Tag deployment ceased after the 2006/07 season and the Secretariat's involvement in this program now relates only to tag recovery activity. As expected, the number of recaptured tags is declining each year.

### **Database Developments and Annual Scientific Data Exchange**

The CCSBT Data CD and associated documentation was updated and provided to Members in January 2012. A version control system was established for the operating model code at the request of the ESC to allow Member scientists to clean up and update the code in a central location. This was completed on 6 February 2012 and advised to relevant Member scientists and relevant members of the Scientific Advisory Panel. However to date, the Secretariat has not been contacted to request access to the facility, and subsequently it has not yet been used.

Maintenance work on the database during 2012 has included disaster recovery testing and preparatory work to upgrade the database from SQL Server 2000 to SQL Server 2005/2008 when the Secretariat's server is upgraded in 2013.

The Secretariat managed the 2012 scientific data exchange, which involved active exchange of data between Members and the Secretariat mainly between March and mid-June. The Secretariat conducted substantial post-processing of the data to produce derived datasets that were required as part of the data exchange.

At the time of finalising this report, the database was up to date for all data received.

### **Global Vessel List**

The Secretariats of the five tuna RFMOs have continued to collaborate in producing a regularly updated consolidated list of authorised fishing vessels. The database manager participated in a video conference amongst the tuna RFMO data managers that was designed to further streamline the regular updating of the consolidated list of authorised vessels, and to assess the use of new tools for display of the consolidated list on the Tuna-org website.

The consolidated list of authorised tRFMO vessels is maintained on the tuna-org web site at:  
<http://www.tuna-org.org/GlobalTVR.htm>