

GUIDELINES FOR THE SUBMISSION OF ANNUAL NATIONAL REPORTS TO THE SIOFA SCIENTIFIC COMMITTEE

Purpose of annual national reports

Contracting Parties, Cooperating non-Contracting Parties and participating fishing entities shall submit national reports to the Scientific Committee (SC) on an annual basis at least 30 days before its annual meeting in order to keep the SC informed, in a concise format, of their fishing, research and management activities over the previous year.

Such annual reports do not replace data submissions under any CMM developed for the collection, reporting, verification and exchange of data; nor do they replace submission of detailed scientific papers.

- Catch and effort data should still be submitted to the SIOFA Secretariat in accordance with the any prescribed data submission standards and procedures.
- Detailed information or scientific analyses on aspects of fisheries should continue to be presented in specific scientific papers to SC meetings.

The SC may review these guidelines periodically and update them as required to take into account new reporting requirements established under CMMs or other best practice standards.

It is proposed that national reports submitted to the SIOFA SC be made publicly available on the SIOFA website once available.

Template for the submission of National Reports

Annual national reports should include the following sections of specific relevance to the work of the Scientific Committee:

Description of fisheries

A general overview description of the fisheries of the flag state concerned over the previous five years, providing summarised information on:

- Fleet composition (number of vessels by gear type and size and how this has changed by year).
- Summary tables of effort (trawl fisheries - hours trawled, longline fisheries - number of hooks set, other gears-units appropriate to the gear) and total catches by year, gear-type, season and area¹. With respect to area, data should be provided, at a minimum, by the sub-areas at Attachment 1 of these guidelines.
- Brief description of significant changes and new developments in fisheries over the past year.

¹ These guidelines recognise that, where appropriate, data confidentiality will be maintained as it relates to the application of relevant national legislation.

Catch, effort and CPUE summaries

Overall summary figures of trends in nominal effort, retained catch (tonnes or kilograms as appropriate) and discards (tonnes or kilograms as appropriate) and CPUE in the SIOFA Area over the history of the fishery, including:

- Trends in nominal fishing effort by gear type over time.
- Trends in catch by species for the main target, bycatch, associated and depended species.²
- Trends in nominal CPUE by gear type for the main species contributing to catches.

Fisheries data collection and research activities

Brief description of the fisheries data collection systems implemented, and the research and assessment activities conducted, including:

- Description of the statistical data collection systems in use, and how these have changed or been improved over the past year.
- Description of fisheries sampling programs or surveys conducted, scientific analyses and stock assessments undertaken, or other relevant research activities conducted.
- Information on other SIOFA-related research activities over the past year and future research plans.

VME Thresholds

(for bottom fishing activity only)

- Describe threshold levels for encounters with VMEs and any move-on protocols
- For operations that exceeded the pre-determined VME threshold, provided details of the VME taxa observed including (wet) weight, number of taxa, the corresponding effort information and total weight of catch of the operation; and any action taken in respect of the relevant site.

Biological sampling and length/age composition of catches

- Overview summary of the coverage of biological and size-frequency sampling conducted.
- Simple summary table or figure showing length and/or age-frequency distribution of the target species by gear, and how this has changed over the past five years.

Description of data verification mechanisms

- Brief description of data verification mechanisms used. For example:
 - Position verification through VMS
 - Scientific observer programs to collect verification data on catch, effort, catch composition (target and non-target) discards and other details of fishing operations.
 - Vessel trip, landing and transshipment reports; and
 - Port sampling.

² A table of relevant scientific names and associated common English name should be provided in an annex to report.

Summary of observer and port sampling programs

- Brief description of observer and port sampling programs conducted, and how these have changed or been improved over the past year and any problems encountered during the previous year.
- Information on observer programme design and coverage rates achieved and the type of data collected.
- Information on the level of observer coverage focused on recording bycatch of seabirds, marine mammals, reptiles and other species of concern.
- Reporting of observed bycatch by species and fishery for all seabirds, marine mammals, reptiles and other species of concern.
- Sampling coverage achieved by port sampling programs, over the past year.

Relevant social and economic information (optional)

- Brief description of relevant social or economic information related to the fisheries.
- Future prospects of the fishery
- Onshore development

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Attachment 1**Sub-areas for reporting catch and effort data³****Table 1**

	Area	Lats		Longs	
		N	S	W	E
1	Mozambique Ridge	20°	36°	-	40°
2	Madagascar Ridge	20°	36°	40°	49°
3a	Northern SW Indian Ridge	20°	36° ?	49°	65°
3b	Southern SW Indian Ridge	36° ?	45°		65°
6	Mid-Indian Ridge	20°	45°	65°	80°
4	Ninety Degree East Ridge	20°	36°	80°	90°
5	Broken Ridge	25°	36°	90°	105°
7	SE Indian Ocean	20°	55°	80°	120°
8	North of 20°	Undefined			

³ Source for Table 1 and Figure 1: FAO Fisheries Report No. 677: report of the "SECOND AD HOC MEETING ON MANAGEMENT OF DEEPWATER FISHERIES RESOURCES OF THE SOUTHERN INDIAN OCEAN" held in Fremantle 20 -22 May 2002

Figure 1

