
6TH MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE (FAC)

The Hague, The Netherlands, 23 to 27 January 2019

FAC 6 – DOC 08.5

Explanatory Note Regarding the Performance Review Recommendation on hiring a professional staff member with compliance expertise

Secretariat

1. Background

The [Final Report](#) of the SPRFMO Performance Review (G98-2018) was circulated on 1 December 2018. Among the several Recommendations there is one with strong wording concerning Monitoring, Control and Surveillance (MCS) that states the following: *“Recommends that the Commission prioritise hiring a professional staff member with compliance expertise to lead the Secretariat’s efforts to implement the MCS measures already adopted and to analyse the data captured through these measures”*.

The Secretariat in presenting this document is aiming to:

- inform the Commission how this recommendation is considered in the budget proposal for the financial year 2019-2020 (FAC6-Doc 08),
- broadly describe the profile and the tasks of such a staff member considering the need for compliance expertise.

2. Compliance Manager (Professional Category 3¹)

2.1. Budget implications

Although the cost under the P3 Category for a Compliance Manager is set at NZ\$ 154,000, recruiting such an individual will impact the Personnel Cost Budget category by NZ\$ 82,000. In terms of budget and manpower within the SPRFMO Secretariat, hiring a Compliance Manager would mean:

- a) the future Data Analyst position (Temporary Personnel under contract - 10 hours per week - at NZ\$ 36,000 per year) will be disestablished and,
- b) the current full-time IT and VMS manager (General Services - 40 hours per week - at NZ\$ 72,000 per year) will continue as a part time position, where the IT manager will focus only on the IT aspects of the Secretariat.

NZ\$ 10,000 has been budgeted as part of the Health Insurance scheme for the new Compliance Manager and his/her relocation cost (travel expenses, removal and shipment costs...) has been budgeted at NZ\$ 85,000. Therefore, the Total Cost associated to the recruitment of a Compliance Manager for the Financial Year 2019-2020 is NZ\$ 177,000.

2.2. Broad Job description

The Compliance Manager will be tasked with ensuring that the monitoring, compliance and surveillance needs of the Commission are delivered. The Compliance Manager’s primary function will be to assist the Compliance and Technical Committee (CTC) in its functions to:

- monitor and review the implementation of, and compliance with, SPRFMO Conservation and Management Measures (CMMs);

¹ <https://careers.un.org/lbw/home.aspx?viewtype=SC>



- provide other information, technical advice and recommendations relating to the implementation of and compliance with CMMs (both adopted and under consideration), and
- review the implementation of cooperative measures for monitoring, control and surveillance and enforcement and provide advice and recommendations.

The Compliance Manager will also provide support to members in the implementation of CMMs adopted by the Commission, analysing the data collected and exchanged through these CMMs, managing the Commission VMS together with several important elements of the SPRFMO website, e.g. Active Vessels, IUU List, List of Designated Ports and contacts, Boarding and Inspection information, Transshipment notifications, Implementation reports, etc and the implementation of the Observer Programme.

The Compliance Manager reports to the Executive Secretary working in close cooperation with the Data Manager and the Chair of the Compliance and Technical Committee (CTC).

a) The Key functions will be:

- Leading the compliance work of the SPRFMO Secretariat providing support to the CTC Chairperson and guidance and technical support to the SPRFMO staff and SPRFMO members in compliance matters;
- Leading the compliance related work approved by the Commission, particularly as:
 - i. VMS Administrator implementing security measures for the access to VMS data, managing the technical aspects of the VMS and reporting on the functioning and the information received by the VMS;
 - ii. Draft Compliance Report author assessing compliance by members with their obligations under the SPRFMO Convention and CMMs and identifying areas in which technical assistance or capacity building may be needed and recognising aspects of CMMs which may require improvement or amendment to facilitate their implementation.
 - iii. Observer Programme Coordinator focusing on the accreditation process, the annual reporting on the progress towards the objectives of this CMM and the analysis of the Observer data ensuring that the best information is timely available for the Scientific Committee.
- Analyses global and SPRFMO members requirements and technical developments to provide critical input into the Secretariat work supporting budgets and/or resourcing strategies;
- Analysis of data from SPRFMO information resources to support the delivery of compliance related programs, projects, products and reports;
- Advises the Executive Secretary on all compliance related matters;
- Liaises with the SPRFMO Data Manager to ensure the timely availability of data required for compliance processes;
- Enhances the SPRFMO Secretariat's reputation through effective leadership, evolving process improvements and using innovative approaches to meeting fisheries compliance outputs; and
- Maintains domestic and international situational awareness of the fisheries compliance and fisheries management environments and trends.

b) Minimum Requirements:

- Advanced university degree in fisheries management, fisheries science or another relevant field;
- Ten years of relevant experience in undertaking and/or managing fisheries compliance activities;
- Working knowledge of English

A more extensive position description will be developed should the position be approved.

3. Recommendation

The FAC is invited to consider recommending the Commission, according to the Performance Review Panel Recommendation, approving the proposed budget amount allocated to the recruitment of a Compliance Manager.