

# GUIDELINES FOR ANNUAL NATIONAL REPORTS TO THE SPRFMO SCIENTIFIC COMMITTEE

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## 1. Purpose of Annual National Reports

Participants should submit National Reports to the Scientific Committee (SC) on an annual basis 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 are not intended to replace data submissions under the Standards for collection, reporting, verification and exchange of data, or submission of detailed scientific papers. Catch and effort data should still be submitted to the SPRFMO Secretariat in accordance with the prescribed data submission standards and procedures. Detailed information or scientific analyses on aspects of fisheries should be presented in specific scientific papers to SC meetings.

## 2. National Report Sections

Annual National Reports should include the following sections of specific relevance to the work of the Scientific Committee:

### ***2.1 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 and total catches by year, gear-type, season and area.
- Brief description of significant changes and new developments in fisheries over the past year.

## **2.2 Catch, Effort and CPUE Summaries**

Overview summary figures of trends in nominal effort, catch and CPUE in the SPRFMO 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, by-catch, associated and dependent species<sup>1</sup>.
- Trends in nominal CPUE by gear type for the main species contributing to catches.

## **2.3 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 SPRFMO-related research activities over the past year.

## **2.4 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 age-frequency distribution of the target species by gear, and how this has changed over the past five years.

## **2.5 Summary of Observer and Port Sampling Programmes**

- Brief description of Observer and Port Sampling programmes conducted, and how these have changed or been improved over the past year.
- Information on coverage rates achieved by Observer programmes, or sampling coverage achieved by Port Sampling Programmes, over the past year.
- Information on the level of observer coverage focussed 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.

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<sup>1</sup> All species should be reported by scientific names throughout these reports.