
9TH MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE (FAC)

Held remotely, 18, 21 and 22 January 2022 (NZDT)

FAC 9 – Doc 09 rev2 Secretariat's 2021 Administrative Report *Secretariat*

The Secretariat activities during 2021 are comprised in this document.

In relation to this document, **FAC9 is invited to:**

- **Note** this paper and make any comments or recommendations as deemed appropriate.



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Secretariat's 2021 Administrative Report

1. Membership

During 2021, the following States, territories, regional economic integration organisation and fishing entities were Members of the SPRFMO Commission:

1. Australia
2. Republic of Chile
3. People's Republic of China
4. Cook Islands
5. Republic of Cuba
6. Republic of Ecuador
7. European Union
8. Kingdom of Denmark in respect of the Faroe Islands
9. Republic of Korea
10. New Zealand
11. Republic of Peru
12. Russian Federation
13. Chinese Taipei
14. United States of America
15. Republic of Vanuatu

2. Cooperating Non-Contracting Parties

In 2021 the following States were granted the status of CNCP in accordance with Article 32 of the Convention and Decision 2-2018 of the Commission:

1. Curaçao
2. Republic of Liberia
3. Republic of Panama

3. Observers

In 2021 the following non-Contracting Parties, Observers, relevant intergovernmental organisations, and non-governmental organisations participated in SPRFMO meetings, in accordance with Article 18 of the Convention and Rule 9 of the Rules of Procedure:

Observer States

- Angola
- Japan

Inter-Governmental Organisations

- Agreement on the Conservation of Albatrosses and Petrels (ACAP)
- Advisory Centre on WTO Law (ACWL)
- Permanent Commission for the South Pacific (CPPS)
- Food and Agriculture Organisation of the United Nations (FAO)
- Inter American Tropical Tuna Commission (IATTC)
- The Pacific Community (SPC)



Non-Governmental Organisations

- Australian National Centre for Ocean and Resources and Security (ANCORS)
- CALAMASUR
- Deep Sea Conservation Coalition (DSCC)
- Environment and Conservation Organisations of New Zealand (ECONZ)
- Environmental Defense Fund (EDF)
- High Seas Fisheries Group (HSFG)
- Marine Stewardship Council (MSC)
- The PEW Charitable Trusts (Pew)
- WWF Peru

During 2021, as per Rule 9.2 of the Rules of Procedure, Observer status was granted to the Environmental Defense Fund (4 August 2021) and the IMCS Network (15 December 2021).

4. SPRFMO Officers

Commission

Chairperson: Mr Luis Molledo (European Union, elected in 2021)

Vice Chairperson: Mr Michael Brakke (United States of America, elected in 2021)

Scientific Committee

Chairperson: Dr Jim Ianelli (USA, elected in 2013, re-elected in 2014, 2016, 2018 and 2020)

Vice Chairperson: Dr Niels Hintzen (EU, elected in 2013, re-elected in 2014, 2016, 2018 and 2020)

Compliance and Technical Committee

Chairperson: Mr Andrew Wright (New Zealand, elected in 2018, re-elected 2020)

Vice Chairperson: vacant

Finance and Administration Committee

Chairperson: Mr Jimmy Villavicencio (Ecuador, elected in 2021)

Vice Chairperson: vacant

Eastern Sub-Regional Management Committee

n/a

Western Sub-Regional Management Committee

n/a

Secretariat

- **Executive Secretary:** Mr Craig Loveridge (since March 2021)
- **Data Manager:** Dr Tiffany Vidal (since November 2021)
 - previous Ms Marianne Vignaux
- **Coordination and Communications Officer:** Ms Susana Delgado (since May 2013)
- **Compliance Manager:** Mr Randy Jenkins (since November 2020)
- **Finance and Office Manager:** Ms Yanbin Liu (since August 2016)
- **IT Manager:** Mr John Cheva (since July 2017, part-time since November 2019¹)

¹ Note Mr Cheva has resigned from the Secretariat effective March 2022.



5. Main Service Providers

- Auditors: [Findex](#) (through its affiliate, Crowe New Zealand Audit Partnership)
- Bank of New Zealand: [BNZ](#)
- Fishery database: [FINNZ](#)
- Observer Programme Accreditation Evaluator: [MRAG](#)
- VMS Service Provider: [CLS](#)

6. SPRFMO Meetings

- The **8th Compliance and Technical Committee** (CTC8) was held virtually, 21 January to 1 February 2021.
- The **8th Finance & Administration Committee** (FAC8) met virtually on 22 January 2021.
- The **9th Commission Meeting** (COMM9) was held virtually from 26 January to 5 February 2021.
- The **SPRFMO Working Group on Port Inspections** convened two intersessional meetings in September and November 2021.
- A **Jack mackerel data workshop** (SCW11) was held on 9-10 August 2021.
- A **Habitat Monitoring Workshop** (SCW12) was held on 20/21 September 2021.
- A **Deepwater Workshop** (SCW13) was held on 21-23/22-24 September 2021.
- The **9th Meeting of the Scientific Committee** was held remotely from 27 September to 2 October 2021. Because of the limited time available to present and discuss papers,
 - **thirteen pre-SC9 web meetings** were held, where a great deal of material was covered before the formal opening of SC9.
- The **Heads of Delegations** convened a meeting in October 2021 to discuss practical aspects and arrangements for the 10th SPRFMO Annual Meeting.

7. Cooperation with Other Organisations

In 2021, SPRFMO representatives were invited to attend several meetings relevant to the activities and objectives of SPRFMO. Article 31 of the Convention (Cooperation with Other Organisations) calls for appropriate cooperation with other RFMOs, the FAO and other relevant organisations. The Secretariat coordinates attendance of these meetings by officers, delegates, or staff members, bearing in mind the availability of funds and timing. The following details either meetings attended (virtual) or inputs provided during this year:

- Pan-Pacific Fisheries Compliance Network ([PPFCN](#)). The PPFCN is an informal group of RFMO Compliance Officers supported by the International Monitoring, Control, Surveillance (IMCS) Network. The goal of this informal group is to work together towards establishing closer links and better enable networking with other colleagues primarily in the Pacific region who are facing similar compliance challenges in the fight against IUU fishing. The SPRFMO Compliance Manager is the current chairperson for the PPFCN.
- PEW Second Virtual Expert Workshop on Best Practices for Compliance in RFMOs (16-19 March 2021). The SPRFMO Compliance Manager as well as the CTC Chairperson participated in the [Pacific Regional Group sessions](#).
- Attendance at the NPFC [annual meeting](#) as an Observer with attendance split amongst 3 staff members depending on the subject matter. The Compliance Manager observed during the discussions of the Technical and Compliance Committee, the Coordination and Communications Officer observed during the Commission Meeting and the Finance and Office Manager observed during the Finance and Administration Committee sessions.
- Continuing cooperation with CCAMLR in the context of the SPRFMO-CCAMLR Arrangement.
- The Executive Secretary attended the 8th RSN meeting ([meeting report](#)).
- The Executive Secretary represented SPRFMO at the Sustainable Ocean Initiative Global Dialogue with Regional Seas Organizations and Regional Fishery Bodies ([Virtual workshop](#)).



- The SPRFMO Secretariat hosted Ms Eidre Sharp (Assistant Compliance Manager) from WCPFC to converse on a range of matters of shared interest including the systems and processes which each organisation uses for monitoring fishing activity the respective Convention Areas.
- Ongoing communications with NPFC and IATTC in the context of finalising the respective MoUs.

SPRFMO Convention in other Languages

The Memorandum of Understanding Secretariat signed between the Secretariat and the RMIT University is primarily aimed at translating the SPRFMO Convention into languages other than English. In 2021 this MoU was not progressed given the RMIT University did not have capacity for the languages identified in Rule 10 of the Rules of Procedure (i.e., particularly French and Russian for the Convention).

The Secretariat intends to continue to work with RMIT in the framework of this MoU to produce translations of the SPRFMO Convention and other [basic SPRFMO documents](#) into other languages.

Projects Inputs and Requests

- FAO-ABNJ Deep-Seas Fisheries Project
 - Impact of other sectors on deep-sea fishing
 - FAO-GEF project validation workshop
- [FAO-RSN Magazine N.20](#)
- UN annual Contribution to Oceans and the Law of the Sea
- FAO project on the role of small scale/artisanal fisheries in the context of RFBs
- [STRONG](#) workshops on [the role of regional cooperation efforts for the High Seas of the Southeast Pacific](#) and an Inter-Regional Dialogue on High Seas Governance.

Outreach to non-Members and non-CNCs

- Angola – COMM10 Invitation
- Belize - COMM10 Invitation
- Federate States of Micronesia – COMM10 Invitation
- Fiji – COMM10 Invitation
- France Territories - COMM10 Invitation
- Japan –SC9 and COMM10 Invitation
- Kiribati – COMM10 Invitation
- Marshall Islands – COMM10 Invitation
- Nauru – COMM10 Invitation
- Niue – COMM10 Invitation
- Palau – COMM10 Invitation
- Papua New Guinea – COMM10 Invitation
- Samoa – COMM10 Invitation
- Solomon Islands – COMM10 Invitation
- Tonga – COMM10 Invitation

8. Publications

Meeting Reports

- Report of the 9th Commission Meeting, COMM9
- Report of the 8th meeting of the Compliance and Technical Committee, CTC8
- Report of the 8th meeting of the Finance and Administration Committee, FAC8
- Report of the 9th meeting of the Scientific Committee, SC9



Data summaries

- COMM10-Inf01 Catch data submitted to the Secretariat
- SC9-Doc11 Updated species of Concern bycatch
- SC9-JM01 *T. murphyi* catch history and predicted 2019 catches
- SC9-SQ01 Squid information held by the Secretariat
- CTC9-Doc04 Draft Compliance report/Revised
- CTC9-Doc05 Follow-up actions related to compliance

Other meeting documents

COMM10:

- COMM10-Doc01 Provisional COMM10 Agenda
- COMM10-Doc02 Provisional Annotated COMM10 Agenda
- COMM10-Doc03 List of Documents (COMM10)
- COMM10-Doc04 Meeting Programme and Timetable (COMM, CTC & FAC)

CTC9:

- CTC9-Doc01 Provisional Agenda
- CTC9-Doc02 Annotated Agenda (CTC)
- CTC9-Doc03 List of meeting documents (CTC)
- CTC9-Doc04 Draft Compliance report (revised)
- CTC9-Doc05 Follow-up actions related to compliance
- CTC9-Doc06 Implementation Report: *Trachurus murphyi*
- CTC9-Doc07 Implementation Report: Commission Record of Vessels
- CTC9-Doc08 Implementation Report: Commission VMS (including VMS workplan for a review process)
- CTC9-Doc09 Implementation Report: Port Inspections
- CTC9-Doc10 Implementation Report: Observer Programme
- CTC9-Doc11 Draft IUU List (revised) & Current IUU List
- CTC9-Doc12 Applications for CNCP Status for 2022

FAC9:

- FAC9-Doc01 Provisional FAC Agenda
- FAC9-Doc02 Annotated FAC Agenda
- FAC9-Doc03 List of Meeting Documents (FAC)
- FAC9-Doc04 SPRFMO Report of Income
- FAC9-Doc05 Annual Financial Statements for the Year ending 30 June 2021
- FAC9-Doc05.1 Statement of transfers of appropriations (FR3.3)
- FAC9-Doc05.2 SPRFMO Contingency Fund (FR, Annex 2)
- FAC9-Doc05.3 Status of SC (Scientific Support) Fund & Developing States Fund
- FAC9-Doc06 Draft Budget for Financial Year 2022-23 and forecast Budget for 2023-24
- FAC9-Doc06.1 SPRFMO Secretariat Travel Plan for Financial Year 2022-23
- FAC9-Doc07 Calculation of contributions for 2022-23 and estimate of contributions for 2023-24
- FAC9-Doc08 Operation of the Scientific Support Fund & Developing States (DS) Fund
- FAC9-Doc09 Secretariat's 2021 Administrative Report
- FAC9-Doc10 Development of a Secretariat Strategic Plan and associated Staffing Strategy



- FAC9-Doc11 Staff Performance Review Summary
- FAC9-Doc12 Potential hosting for future SPRFMO Meetings
- FAC9-Doc13 Options for 10th SPRFMO anniversary campaign

SC9:

- SC9-Doc05 SC Multi-Annual Workplan
- SC9-Doc06 Web meeting reports
- SC9-Doc07 Secretariat SC related activities
- SC9-Doc08 Status of previous SC recommendations (SC recommendations)
- SC9-Doc09 Status and use of the SC Funds
- SC9-Doc10 Future meeting plans
- SC9-Doc12 Species Profiles

9. Media requests

- Outlet: Ojo Publico. Magali Estrada media request.
Article “Datos falsos y anomalías en la pesca de calamar gigante en aguas internacionales del Pacífico”.
Link: <https://ojo-publico.com/2956/datos-falsos-y-anomalias-en-la-pesca-de-calamar-gigante-en-el-pacifico>
Published: August 2021.
- Outlet: Associated Press. Joshua Goodman media request involving the SPRFMO Executive Secretary.
Article “Great Wall of Lights: China’s sea power on Darwin’s doorstep”.
Link: <https://apnews.com/article/china-oceans-overfishing-squid-294ff1e489589b2510cc806ec898c78f>
Published: September 2021.
- Outlet: Voice of America. Joyce Huang media request involving the SPRFMO Executive Secretary.
- Outlet: Reuters Geneva. Emma Farge media request involving the Executive Secretary.
- Outlet: Monagay Latam/La Barra Espaciadora. Ana Alvarado media request involving the Secretariat.

10. Fishery Statistics

The Secretariat has received the 2020 Annual Catch Reports from all Commission Members and CNCPs who fished in the SPRFMO Area in accordance with CMM 02-2021 (details are reported in COMM10-Inf01).

11. Communications Activities and Tasks

This section aims to provide an overview of the Communications actions and activities taken up by the Secretariat during 2020, with a focus on dissemination and outreach.

- **SPRFMO HEADQUARTERS ARRANGEMENTS.** The Executive Secretary held a series of meetings with the New Zealand in their capacity as hosts of the SPRFMO premises, to discuss headquartering, and SPRFMO staff visa arrangements, and the possibility of assistance with accepting certain overseas payments.
- **INTERNAL COMMUNICATION.** So far in 2021, the Secretariat has circulated **326 letters**. The communications sent out are split as follows:



- General Correspondence (G): **176** letters. General letters are addressed to the widest SPRFMO audience (Members, CNCs, the Scientific Committee, and on some occasions, Observers). These letters are posted on the website and listed in the summary circulated every month.
 - ✓ **103** of those letters were circulated as required by SPRFMO regulations
 - ✓ **54** were letters sent by the Secretariat (reminders, work coordination, etc)
 - ✓ **10** letters were circulated as per request from Chairpersons, Members or CNCs
 - ✓ **9** letters were circulated as per request from Observers
- Direct Communication (DC): **134** letters. Direct Communications are addressed specifically to an individual (commonly the Head of Delegation) or SPRFMO contacts (e.g., for annual contributions).
- Restricted Correspondence (R): **16** letters. Restricted correspondence is addressed only to the Heads of Delegation. These letters usually convey information relating to IUU fishing vessels, compliance issues, intersessional decisions, etc.

The Secretariat keeps making great efforts to keep official contact details up to date. In 2021, **36** updates of official contacts were received as per Rule 2.2 of the Rules of Procedure.



ANNEX 1. Data Files processed by the Secretariat in 2021

Member	Vessels new	Vessels altered	Fishing activity	Observer	Landings	Transshipment details (Member files)	Transshipment notifications (Preliminary – reefer reports)	Port inspections	Monthly reports	ALDFG	Totals
<u>Australia</u>	-	<u>1</u>	<u>2</u>	<u>3</u>	<u>1</u>	-	-	-	<u>11</u>	<u>1</u>	<u>19</u>
<u>Chile</u>	-	<u>1</u>	<u>1</u>	-	-	-	-	<u>18</u>	<u>17</u>	-	<u>37</u>
<u>China</u>	-	<u>121</u>	<u>1</u>	<u>5</u>	<u>2</u>	<u>3</u>	<u>221</u>	<u>2</u>	-	-	<u>355</u>
<u>Colombia</u>	-	-	-	-	-	-	-	-	-	-	<u>0</u>
<u>Cook Islands</u>	-	<u>3</u>	<u>3</u>	<u>3</u>	<u>2</u>	-	-	-	-	-	<u>11</u>
<u>Cuba</u>	-	-	-	-	-	-	-	-	-	-	<u>0</u>
<u>Curaçao</u>	<u>2</u>	<u>3</u>	-	-	<u>1</u>	<u>1</u>	<u>4</u>	-	<u>1</u>	-	<u>12</u>
<u>Ecuador</u>	<u>1</u>	<u>8</u>	-	-	-	-	-	-	<u>7</u>	-	<u>16</u>
<u>European Union</u>	-	<u>11</u>	<u>3</u>	-	-	<u>1</u>	<u>4</u>	<u>6</u>	<u>12</u>	-	<u>37</u>
<u>Faroe Islands</u>	-	-	-	-	-	-	-	-	<u>3</u>	-	<u>3</u>
<u>Korea</u>	<u>3</u>	<u>9</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>2</u>	-	<u>1</u>	-	-	<u>18</u>
<u>Liberia</u>	-	<u>10</u>	-	-	<u>4</u>	<u>4</u>	<u>121</u>	-	-	-	<u>139</u>
<u>New Zealand</u>	-	<u>1</u>	<u>8</u>	<u>10</u>	<u>3</u>	-	-	-	<u>13</u>	<u>19</u>	<u>54</u>
<u>Panama</u>	-	<u>110</u>	-	-	-	<u>3</u>	<u>1823</u>	-	-	-	<u>1936</u>
<u>Peru</u>	-	<u>4</u>	<u>1</u>	<u>8</u>	<u>1</u>	<u>4</u>	-	<u>9</u>	<u>21</u>	-	<u>48</u>
<u>Russian Federation</u>	-	<u>2</u>	<u>2</u>	<u>3</u>	<u>5</u>	-	<u>1</u>	<u>3</u>	<u>15</u>	-	<u>31</u>
<u>Chinese Taipei</u>	-	<u>7</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>3</u>	-	-	-	-	<u>13</u>
<u>United States</u>	-	-	-	-	-	-	-	-	-	-	<u>0</u>
<u>Vanuatu</u>	-	-	-	-	-	-	-	-	-	-	<u>0</u>
Totals	6	291	23	34	21	21	2174	39	100	20	2729



ANNEX 2. Monitoring of Secretariat Tasks Derived from Previous Meetings (COMM9/FAC8/CTC8/SC9)

The following table reports on the new Secretariat tasks derived from reports of the most recent Commission and subsidiary bodies meetings, as well as their progress. These tasks should be considered by the Commission when aligning the Secretariat’s workload, mandate, and current available human resources.

Tasks are split into one-off and ongoing. The latter means the tasks becomes part of the day-to-day Secretariat tasks and activities and will be maintained over time.

Reference	Category	Task	Status	Document
COMM9 Report	Ongoing	The Commission agreed that the Secretariat circulates relevant information concerning Members who are in arrears of more than two years to all Members, as it is relevant for any intersessional decisions.	Done	All Members are up to date with contribution payments.
COMM9 Report	Ongoing	The Commission agreed that, in future the Secretariat should provide further detail on how annual contributions are calculated in the Schedule of contributions submitted to the FAC (including the underlying reasons for any significant changes).	Done	FAC9-Doc07 rev1
COMM9 Report	One-off	The Commission requested that the Secretariat provide more information in the VMS implementation report and develop a VMS workplan in consultation with the Chairperson of the CTC.	Done	CTC9-Doc08 CTC9-Doc08.1 CTC9-Doc08.1 Addendum
COMM9-Report	One-off	The Commission agreed that the Secretariat should release the draft meeting report within ten days of the close of the 9th annual meeting of the Commission. The Commission agreed to undertake this process through correspondence through at least 2 rounds of comments. The first round shall be open for 3 weeks with the subsequent round opened for 2 weeks with a week between for the Secretariat to compile comments and formal statements made by Members, CNCs and Observers during the meeting.	Done	G21-2021 G23-2021 G40-2021 R04-2021 R05-2021
SC9 Report	One-off	The SC agreed that the Secretariat remove the outdated versions, finalise drafts based on this expert review and load the new short versions to the website.	Done	https://www.sprfmo.int/science/species-profiles/
SC9 Report	Ongoing	The new Species Profiles for BWA, BYS, ORY, JMC and PJJ are not complete, and finalisation of these will be coordinated by the Secretariat	Pending	



Reference	Category	Task	Status	Document
SC9 Report	One-off	The SC requested the Secretariat to liaise with Korea regarding specific dates and location. The potential of in person workshops prior to the SC should also be considered.	Done	FAC9-Doc12 (Bilateral discussions between the Secretariat and Korea)
SC9 Report	One-off	The SC requested that the Secretariat contact Panama to see if they would be interested in taking up the opportunity to host a future SC due to the unfortunate circumstances that had prevented them from hosting the current meeting.	Done	DC132-2021 FAC9-Doc12
SC9 Report	Ongoing	The SC recommended that the Secretariat maintain a dynamic document accessible to Members. To the extent practicable, it should be regularly updated with dates, locales, reports (if completed), and other relevant information.	Ongoing	Available on Microsoft Teams SC10-2022
2022 SC Workplan	One-off	Coordinate Squid Workshop including potential assessment techniques and appropriate measures of fishing effort (prior to SC10)	Pending	
2022 SC Workplan	One-off	Coordinate SC and other funds to support experts during benchmark and SC assessment	Pending	
2022 SC Workplan	Ongoing	In the context of the FAO ABNJ DSF Project: Planning phase has been completed, the SC supports Secretariat involvement in coordinating activities over their next five-year plan that could involve member scientists and a number of SPRFMO science projects	Done	COMM10-Obs01 COMM10-Obs01.1 COMM10-Obs06
FAC8 Report	One-off	The FAC requested that Secretariat provide a paper for next year's meeting based on their experience managing these [developing States and scientific support] funds.	Done	FAC9-Doc08
FAC8 Report	One-off	The FAC recommended that the three unofficial translations would be posted on the SPRFMO website where it would be made clear that the English version is the authentic, legally binding version.	Done	https://www.sprfmo.int/ab out/docs/sprfmo- convention/unofficial- translations/
FAC8 Report	One-off	The FAC noted it would be preferable for funds not to be held in the SPRFMO bank account and requested that the Secretariat conduct additional investigations into possible solutions including the possibility of utilising home country funds, dispersing funds directly to staff to deposit in their own schemes and, if necessary, a costed proposal for a SPRFMO scheme.	Done	Additional consultations carried out with a financial expert during 2021. Funds are no longer being held by the Secretariat.