

(2018)

Giving direct feedback to observers

TRIP DETAILS – transfer directly from LL-1									
OBSERVER NAME	OBSERVER PROGRAMME			OBSERVER TRIP ID NUMBER			VESSEL NAME		
PORT OF DEPARTURE	DATE OF DEPARTURE YY MM DD			PORT OF ARRIVAL			DATE OF ARRIVAL YY MM DD		
DEBRIEFING DETAILS -									
NAME OF DEBRIEFER	START OF DEBRIEF Date & Time YY MM DD hhmm				END OF DEBRIEF Date & Time YY MM DD hh mm				
if any pre-debriefing									
NAME OF pre-DEBRIEFER	START OF pre-DEBRIEF Date & Time YY MM DD hhmm				END OF pre-DEBRIEF Date & Time YY MM DD hh mm				

Before debriefing starts

- The debriefer should ensure that the correct header details have been filled in on every form. If this has not been done all of the forms should be handed back to the observer and they should be asked to correct and complete the header details on all forms.
- The debriefer should ask the observer to check that the start of set date and times are consistent across all forms. An optional worksheet is provided on the next page to help, if this work is necessary.

This form is optional, it may help if there are problems with the observer's start of set times. Write out the start of set times recorded on LL 2/3 and then compare to each type of forms if necessary.

Set Start Times

[illegible]

DEBRIEFER: Cross-check that all forms, the trip report and the journal have been submitted and cross-check with the workbook reference page and the written report section 1.0 Background.

FORM VERSION

SUP-2 was revised 2018	Y	N	In no, year is:	
LL-1 were revised 2018	Y	N	In no, year is:	
LL-2/3 were revised 2018	Y	N	In no, year is:	
LL-4 were revised 2018	Y	N	In no, year is:	
GEN-1 were revised 2018	Y	N	In no, year is:	
GEN-2 were revised 2018	Y	N	In no, year is:	
GEN-3 were revised 2018	Y	N	In no, year is:	
GEN-4 were revised 2018	Y	N	In no, year is:	
GEN-6 were revised 2018	Y	N	In no, year is:	
SUP-3 was revised 2018	Y	N	In no, year is:	
SUP-4 was revised 2018	Y	N	In no, year is:	

ALL FORMS - HEADER DETAILS

<u>Observer Name</u> is completely and correctly filled	Cc	Inc	InR	Er	ErR	X
<u>Observer trip ID No.</u> is completely and correctly filled	Cc	Inc	InR	Er	ErR	X
<u>Vessel Name</u> is completely and correctly filled	Cc	Inc	InR	Er	ErR	X
<u>Page Numbers</u> is completely and correctly filled	Cc	Inc	InR	Er	ErR	X

SUP-2 WORKBOOK REFERENCE FORM

Observer Programme Details	Cc	Inc	InR	Er	ErR	X
Special Projects	Cc	Inc	InR	Er	ErR	X
Forms Management	Cc	Inc	InR	Er	ErR	X

FORM VERSION + HEADER DETAILS + SUP-2 FORM

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 2.0.

LL-1 FORM : GENERAL INFORMATION

A complete set	Cc	Inc	InR	Er	ErR	X
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TRIP DETAILS

Observer programme	Cc	Inc	InR	Er	ErR	X
Observer name	Cc	Inc	InR	Er	ErR	X
Observer nationality	Cc	Inc	InR	Er	ErR	X
Observer Trip ID No.	Cc	Inc	InR	Er	ErR	X
Trip start and trip end date and time	Cc	Inc	InR	Er	ErR	X
Trip start and trip end locations	Cc	Inc	InR	Er	ErR	X
Vessel departure port and date	Cc	Inc	InR	Er	ErR	X
Vessel name	Cc	Inc	InR	Er	ErR	X
Vessel departure date	Cc	Inc	InR	Er	ErR	X
Vessel departure port	Cc	Inc	InR	Er	ErR	X

LL-1 FORM General information

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report section 5.1.

VESSEL

Vessel Owner	Cc	Inc	InR	Er	ErR	X
Captain and Master; Names and ID documents & No.	Cc	Inc	InR	Er	ErR	X
Fishing permits (or license numbers)	Cc	Inc	InR	Er	ErR	X
Length	Cc	Inc	InR	Er	ErR	X
Registration number, IRCS (or WIN) and Flag	Cc	Inc	InR	Er	ErR	X
UVI	Cc	Inc	InR	Er	ErR	X
Flag	Cc	Inc	InR	Er	ErR	X
IRCS	Cc	Inc	InR	Er	ErR	X
Fish hold capacity	Cc	Inc	InR	Er	ErR	X
Gross Tonnage/ Gross Registered Tonnage	Cc	Inc	InR	Er	ErR	X

Vessel Details

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 5.2.

CREW NATIONALITY

Nationality of Captin and Fishing Master	Cc	Inc	InR	Er	ErR	X
Other crew	Cc	Inc	InR	Er	ErR	X
How many	Cc	Inc	InR	Er	ErR	X

Crew Nationality

Revise

Well Done!

RGKT 😊 / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report section 5.3.

ELECTRONICS

Y / N data fields	Cc	Inc	InR	Er	ErR	X
Advances in technology	Cc	Inc	InR	Er	ErR	X
Usage	Cc	Inc	InR	Er	ErR	X
Make and Model	Cc	Inc	InR	Er	ErR	X
How many	Cc	Inc	InR	Er	ErR	X
VMS - system	Cc	Inc	InR	Er	ErR	X
Communication services	Cc	Inc	InR	Er	ErR	X
Information services	Cc	Inc	InR	Er	ErR	X
Comments (r.h.s.)	Cc	Inc	InR	Er	ErR	X

Electronics

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 5.4

FISHING GEAR

Y / N	Cc	Inc	InR	Er	ErR	X
Usage	Cc	Inc	InR	Er	ErR	X
Advances in technology	Cc	Inc	InR	Er	ErR	X

Fishing gear - FISHING LINE MATERIAL

Mainline material	Cc	Inc	InR	Er	ErR	X
Mainline diameter	Cc	Inc	InR	Er	ErR	X
Mainline length	Cc	Inc	InR	Er	ErR	X
Branchline materials	Cc	Inc	InR	Er	ErR	X
Branchline diameter	Cc	Inc	InR	Er	ErR	X
Wire trace Y / N	Cc	Inc	InR	Er	ErR	X
Branchline Weights Y / N	Cc	Inc	InR	Er	ErR	X
Branchline weight	Cc	Inc	InR	Er	ErR	X
Distance of weight from hook						
Hook size	Cc	Inc	InR	Er	ErR	X
Hook percentage (%)	Cc	Inc	InR	Er	ErR	X
Hook - description (<i>swivels, offset, rings</i>)	Cc	Inc	InR	Er	ErR	X

Fishing Gear + fishing line material

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report sections 5.5

SAFETY EQUIPMENT

Provided for Observer:	Cc	Inc	InR	Er	ErR	X
Suitable size	Cc	Inc	InR	Er	ErR	X
Availability	Cc	Inc	InR	Er	ErR	X
No. of Life Buoys / Life Rings	Cc	Inc	InR	Er	ErR	X
EPIRBS - total	Cc	Inc	InR	Er	ErR	X
EPRIBS -no. with battery expired	Cc	Inc	InR	Er	ErR	X
Life rafts - No. of people	Cc	Inc	InR	Er	ErR	X
Life rafts - Inspection Date	Cc	Inc	InR	Er	ErR	X

Safety Equipment

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 5.6

REFRIGERATION METHOD

Y / N	Cc	Inc	InR	Er	ErR	X
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WASTE DISPOSAL SYSTEM

Description	Cc	Inc	InR	Er	ErR	X
Strategic Waste Disposal	Cc	Inc	InR	Er	ErR	X

LL-1 FORM page 2 -

Observations / Comments / Other Gear	Cc	Inc	InR	Er	ErR	X
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Refrigeration, Waste and LL-2 form.

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 6.3

LL-2/3: SET AND HAUL INFORMATION

A complete set	Cc	Inc	InR	Er	ErR	X
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LOGLINE SET SPECIFICATIONS

No. of Hooks per basket	Cc	Inc	InR	Er	ErR	X
Total No. of Baskets	Cc	Inc	InR	Er	ErR	X
Total No. of Hooks	Cc	Inc	InR	Er	ErR	X
Length of Floatline	Cc	Inc	InR	Er	ErR	X
Line Setting Speed	Cc	Inc	InR	Er	ErR	X
Branchline set interval (s)	Cc	Inc	InR	Er	ErR	X
Between branchlines	Cc	Inc	InR	Er	ErR	X
Length of branchline	Cc	Inc	InR	Er	ErR	X
Vessel speed for setting	Cc	Inc	InR	Er	ErR	X
Shark lines - Number	Cc	Inc	InR	Er	ErR	X
Shark lines - Length	Cc	Inc	InR	Er	ErR	X
Were TDRs deployed?	Cc	Inc	InR	Er	ErR	X
Target species	Cc	Inc	InR	Er	ErR	X

LL- 2/3 Data + Longline Set Specification

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 6.3.

START OF SET

Ship's date and time	Cc	Inc	InR	Er	ErR	X
UTC date and time	Cc	Inc	InR	Er	ErR	X

Start of Set

Revise

Well Done!

RGKT 😊 / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 6.6

MITIGATION

TORI Line (Total Number)	Cc	Inc	InR	Er	ErR	X
Bird Curtain	Cc	Inc	InR	Er	ErR	X
Underwater Setting Chute	Cc	Inc	InR	Er	ErR	X
Was Offal Discharged during setting or hauling	Cc	Inc	InR	Er	ErR	X
If yes, was it discharged from opposite side ?	Cc	Inc	InR	Er	ErR	X
Y / N (includes offal discharge)	Cc	Inc	InR	Er	ErR	X

Mitigation

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments the journal and the written section 6.5.

BAIT

Species	Cc	Inc	InR	Er	ErR	X
KGs	Cc	Inc	InR	Er	ErR	X
Hook Nos (including light sticks)	Cc	Inc	InR	Er	ErR	X
Bait dyed blue	Cc	Inc	InR	Er	ErR	X
Total number of light sticks	Cc	Inc	InR	Er	ErR	X

Bait

ReviseWell Done!RGKT 😊 / ☹

COMMENTS

Ship's time	Cc	Inc	InR	Er	ErR	X
Comments	Cc	Inc	InR	Er	ErR	X

Ships' time and comments

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 6.8 and 6.9

UNUSUAL SET DETAILS

Hook changes this set ? (Y/N)	Cc	Inc	InR	Er	ErR	X
Hook Changes this set ? (Description)	Cc	Inc	InR	Er	ErR	X
Unusual set details	Cc	Inc	InR	Er	ErR	X

Unusual Set Details + Hook changes

Revise

Well Done!

RGKT ☺ / ☹

SET LOG

Start - time and position	Cc	Inc	InR	Er	ErR	X
End - time and position	Cc	Inc	InR	Er	ErR	X
Observed directly	Cc	Inc	InR	Er	ErR	X

HAUL LOG

Start - time and position	Cc	Inc	InR	Er	ErR	X
Mostly hourly	Cc	Inc	InR	Er	ErR	X
End - time and position	Cc	Inc	InR	Er	ErR	X

Set Log and Haul Log

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

TOTAL BASKETS

Total baskets observed	Cc	Inc	InR	Er	ErR	X
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Total Baskets

Revise

Well Done!

RGKT 😊 / ☹

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 11.0

GEN-3

Gen-3 - Y / N	Cc	Inc	InR	Er	ErR	X
Gen-3 - reported in journal	Cc	Inc	InR	Er	ErR	X

GEN-3

Revise

Well Done!

RGKT 😊 / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

LL-4: CATCH MONITORING

A complete set	Cc	Inc	InR	Er	ErR	X
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HEADER DETAILS

Set No.	Cc	Inc	InR	Er	ErR	X
Measuring Instrument	Cc	Inc	InR	Er	ErR	X
Calibrate '+/ - mm	Cc	Inc	InR	Er	ErR	X
Ship's Start of Set Date and Time	Cc	Inc	InR	Er	ErR	X
Start of Haul Date	Cc	Inc	InR	Er	ErR	X

LL-4 data HEADER DETAILS

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross- check the data fields by questioning, by reading the comments, the journal and written report sections 8.0

CATCH DETAILS

Ship's Time	Cc	Inc	InR	Er	ErR	X
Hook No.	Cc	Inc	InR	Er	ErR	X
Species Code	Cc	Inc	InR	Er	ErR	X
Gear Interaction Code	Cc	Inc	InR	Er	ErR	X
Condition Caught	Cc	Inc	InR	Er	ErR	X
Condition Discard	Cc	Inc	InR	Er	ErR	X
Length (cm)	Cc	Inc	InR	Er	ErR	X
Length (code)	Cc	Inc	InR	Er	ErR	X
Fate Code	Cc	Inc	InR	Er	ErR	X
Sex	Cc	Inc	InR	Er	ErR	X
SSI TREATMENT (Comments /SSI Treatment)	Cc	Inc	InR	Er	ErR	X
COMMENTS (Comments /SSI Treatment)	Cc	Inc	InR	Er	ErR	X

Catch Details

Revise

Well Done!

RGKT 😊 / ☹

Catch Details contd

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

TALLIES

Tally area	Cc	Inc	InR	Er	ErR	X
Total baskets monitored	Cc	Inc	InR	Er	ErR	X

Tallies

Revise

Well Done!

RGKT 😊 / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

**GEN-1 + GEN -1 SUPPLEMENTARY FORM -
VESSEL SIGHTINGS, TRANSFER LOG**

A complete set	Cc	Inc	InR	Er	ErR	X
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VESSEL OR AIRCRAFT SIGHTINGS

DNE

Ship's time - date and time		Cc	Inc	InR	Er	ErR	X
Observer's vessel position		Cc	Inc	InR	Er	ErR	X
SIGHTED VESSEL OR AIRCRAFT	Name	Cc	Inc	InR	Er	ErR	X
	IRCS	Cc	Inc	InR	Er	ErR	X
	Flag	Cc	Inc	InR	Er	ErR	X
	Type Code	Cc	Inc	InR	Er	ErR	X
Compass bearing and distance		Cc	Inc	InR	Er	ErR	X
Action code and photo frame		Cc	Inc	InR	Er	ErR	X
Photo frame #		Cc	Inc	InR	Er	ErR	X
Comments		Cc	Inc	InR	Er	ErR	X

GEN-1 and VESSEL + AIRCRAFT SIGHTINGS

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments and the journal.

FISH TRANSFERS, DUMPING, BUNKERING

DNE

Observer's vessel - Ship's date and time	Cc	Inc	InR	Er	ErR	X
Observer's vessel - Position	Cc	Inc	InR	Er	ErR	X
Other vessel - name	Cc	Inc	InR	Er	ErR	X
Other vessel - IRCS	Cc	Inc	InR	Er	ErR	X
Other vessel - Flag	Cc	Inc	InR	Er	ErR	X
Other vessel - Type Code	Cc	Inc	InR	Er	ErR	X

FISH TRANSFERRED

DNE

Species	Cc	Inc	InR	Er	ErR	X
Units (weight or No)	Cc	Inc	InR	Er	ErR	X
Action Code - host vessel	Cc	Inc	InR	Er	ErR	X
Comments	Cc	Inc	InR	Er	ErR	X

FISH TRANSFERS

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section (8.4).

GEN-2 FORM - SPECIES OF SPECIAL INTEREST - VESSEL INTERACTIONS

A complete set	Cc	Inc	InR	Er	ErR	X
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HEADER DETAILS

Observer Name	Cc	Inc	InR	Er	ErR	X
Vessel Name	Cc	Inc	InR	Er	ErR	X
Observer Trip ID Number	Cc	Inc	InR	Er	ErR	X
Page No. of	Cc	Inc	InR	Er	ErR	X

GEN-2 + VESSEL INTERACTIONS

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section (8.4).

VESSEL INTERACTION

DNE

SSI Code	Cc	Inc	InR	Er	ErR	X
Start of Interaction time	Cc	Inc	InR	Er	ErR	X
End of Interaction time	Cc	Inc	InR	Er	ErR	X
Date	Cc	Inc	InR	Er	ErR	X
Position (Latitude, Longitude)	Cc	Inc	InR	Er	ErR	X
Vessel Interaction Code	Cc	Inc	InR	Er	ErR	X
Estimate Distance from vessel (Start)	Cc	Inc	InR	Er	ErR	X
Estimate Distance from vessel (End)	Cc	Inc	InR	Er	ErR	X
Condition Code (Start)	Cc	Inc	InR	Er	ErR	X
Condition Code (End)	Cc	Inc	InR	Er	ErR	X
Estimates of SSI Length (Adults)	Cc	Inc	InR	Er	ErR	X
Estimate of SSL Length (Juvenilles)	Cc	Inc	InR	Er	ErR	X
Total Numbers (Adults)	Cc	Inc	InR	Er	ErR	X
Total Numbers (Juvenilles)	Cc	Inc	InR	Er	ErR	X
Description of Species / Interaction	Cc	Inc	InR	Er	ErR	X

VESSEL INTERACTION

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 8.4.4.

GEN-2 FORM - SSIs -Supplementary - Sightings

A complete set	Cc	Inc	InR	Er	ErR	X
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HEADER DETAILS

Observer Name	Cc	Inc	InR	Er	ErR	X
Vessel Name	Cc	Inc	InR	Er	ErR	X
Observer Trip ID No.	Cc	Inc	InR	Er	ErR	X
Page No of	Cc	Inc	InR	Er	ErR	X

SIGHTINGS

DNE

Date	Cc	Inc	InR	Er	ErR	X
Position (Latitude,Longitude)	Cc	Inc	InR	Er	ErR	X
Sighting Code	Cc	Inc	InR	Er	ErR	X
Tally	Cc	Inc	InR	Er	ErR	X
Total Number	Cc	Inc	InR	Er	ErR	X
SSI Code	Cc	Inc	InR	Er	ErR	X
Species Description	Cc	Inc	InR	Er	ErR	X

GEN-2 SIGHTINGS

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 11.0 Vessel Trip Monitoring

GEN-3 FORM - VESSEL TRIP MONITORING SUMMARY

A complete set	Cc	Inc	InR	Er	ErR	X
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HEADER DETAILS

Observer programme	Cc	Inc	InR	Er	ErR	X
Trip Start Date	Cc	Inc	InR	Er	ErR	X
Trip End Date	Cc	Inc	InR	Er	ErR	X
Nationality of boarding vessel (see box on right)	Cc	Inc	InR	Er	ErR	X
Observer name, nationality, trip ID number	Cc	Inc	InR	Er	ErR	X
Vessel name	Cc	Inc	InR	Er	ErR	X
Coastal state licences	Cc	Inc	InR	Er	ErR	X
Country Reg No.	Cc	Inc	InR	Er	ErR	X
UVI, IRCS	Cc	Inc	InR	Er	ErR	X
Vessel flag	Cc	Inc	InR	Er	ErR	X
Vessel gear type	Cc	Inc	InR	Er	ErR	X

GEN-3 HEADER DETAILS

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 11.0 Vessel Trip Monitoring

Verify whether the observer correctly reported against each question, if so use 'Cc', if wrong 'Er', or if incomplete 'Inc'. If you were able to correct by questions in indicate 'ErR' or InR, then make any change on the GEN-3 using your green pencil and provide your reason. If there is sufficient supporting information such as in the journal, photos, trip report or other forms and you regard it as a critical incident or an infringement also circle the '✓', to be referred for further investigation.

GEN-3 - VESSEL TRIP MONITORING - INCIDENT REPORTING

Observer rights / social behaviour	RS -a	Operator or any crew member assault, obstruct, resist, delay, refuse boarding to, intimidate or interfere with observers in the performance of their duties	Cc	Inc	InR	Er	ErR	✓
	RS -b	Request that an event not be reported by the observer	Cc	Inc	InR	Er	ErR	✓
	RS -c	Mistreat other crew	Cc	Inc	InR	Er	ErR	✓
	RS -d	Did operator fail to provide observer, ..., with food, accommodation, access to safety gear and medical facilities of reasonable standard - equivalent to those normally available to an officer onboard the vessel	Cc	Inc	InR	Er	ErR	✓
National regulations	NR -a	Fish in areas where the vessel is not permitted to fish	Cc	Inc	InR	Er	ErR	✓
	NR -b	Target species other than those they are licenced to target	Cc	Inc	InR	Er	ErR	✓
	NR -c	Use a fishing method other than the method the vessel was designed or licensed	Cc	Inc	InR	Er	ErR	✓
	NR -d	Not display or present a valid (and current) licence document onboard	Cc	Inc	InR	Er	ErR	✓
	NR -e	Transfer or transship fish from or to another vessel	Cc	Inc	InR	Er	ErR	✓
	NR -f	Was involved in bunkering activities	Cc	Inc	InR	Er	ErR	✓
	NR -g	Fail to stow fishing gear when entering areas where vessel is not authorised to fish	Cc	Inc	InR	Er	ErR	✓
WCPFC CMMs	WC -a	Fail to comply with any Commission Conservation and Management Measures (CMMs)	Cc	Inc	InR	Er	ErR	✓
	WC -b	High-grade the catch	Cc	Inc	InR	Er	ErR	✓
	WC -c	Fish on FAD during FAD Closure	Cc	Inc	InR	Er	ErR	✓
Logsheet recording - Position	LP -a	Inaccurately record vessel position on vessel log sheets for sets, hauling and catch	Cc	Inc	InR	Er	ErR	✓
	LP -b	Fail to report vessel positions to countries, where required when entering and leaving an EEZ	Cc	Inc	InR	Er	ErR	✓
Logsheet recording - Catch	LC -a	Inaccurately record retained "Target Species" in the Vessel logs [or weekly reports]	Cc	Inc	InR	Er	ErR	✓
	LC -b	Inaccurately record "Target Species" Discards	Cc	Inc	InR	Er	ErR	✓
	LC -c	Record target species inaccurately [eg. combine bigeye/yellowfin/skipjack catch]	Cc	Inc	InR	Er	ErR	✓
	LC -d	Not record bycatch discards	Cc	Inc	InR	Er	ErR	✓
	LC -e	Inaccurately record retained bycatch Species	Cc	Inc	InR	Er	ErR	✓
	LC -f	Inaccurately record discarded bycatch species	Cc	Inc	InR	Er	ErR	✓
SSIs	SI -a	Land on deck Species of Special Interest (SSIs)	Cc	Inc	InR	Er	ErR	✓
	SI -b	Interact (not land) with SSIs	Cc	Inc	InR	Er	ErR	✓
Pollution	PN -a	Dispose of any metals, plastics, chemicals or old fishing gear	Cc	Inc	InR	Er	ErR	✓
	PN -b	Discharge any oil	Cc	Inc	InR	Er	ErR	✓
	PN -c	Lose any fishing gear	Cc	Inc	InR	Er	ErR	✓
	PN -d	Abandon any fishing gear	Cc	Inc	InR	Er	ErR	✓
	PN -e	Fail to report any abandoned gear	Cc	Inc	InR	Er	ErR	✓
Sea Safety	SS -a	Fail to monitor international safety frequencies	Cc	Inc	InR	Er	ErR	✓
	SS -b	Carry out-of-date safety equipment	Cc	Inc	InR	Er	ErR	✓

GEN-3 INFRINGEMENTS

Revise

Well Done!

RGKT 😊 / ☹️

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 11.0 Vessel Trip Monitoring.

GEN-3 FORM - page 2 - TRIP MONITORING SUMMARY

A complete set	Cc	Inc	InR	Er	ErR	X
-----------------------	-----------	------------	------------	-----------	------------	----------

EXPLANATION

Description is clear	Cc	Inc	InR	Er	ErR	X
Journal Page numbers indicated	Cc	Inc	InR	Er	ErR	X
Debriefing Status - Debriefers - is this up-to-date and correct?	Y	N				
Signature & Date	Cc	Inc	InR	Er	ErR	X

GEN-3 pg2 FORMS + ALL DATA FIELDS

Revise

Well Done!

RGKT ☺ / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report.

GEN-4 FORM - CONVERSION FACTORS

A complete set	Cc	Inc	InR	Er	ErR	X
-----------------------	-----------	------------	------------	-----------	------------	----------

HEADER DETAILS

DNE

Measuring Instrument	Cc	Inc	InR	Er	ErR	X
Make Model and Capacity of Scales	Cc	Inc	InR	Er	ErR	X
Ship's start and ship's end : Date & time	Cc	Inc	InR	Er	ErR	X

DETAILS OF WEIGHTS & MEASUREMENTS

DNE

Set number & ships's time	Cc	Inc	InR	Er	ErR	X
Label number and species Code	Cc	Inc	InR	Er	ErR	X
Lengths	Cc	Inc	InR	Er	ErR	X
Weights	Cc	Inc	InR	Er	ErR	X
Processed Weights	Cc	Inc	InR	Er	ErR	X
Landed weight	Cc	Inc	InR	Er	ErR	X
Comments	Cc	Inc	InR	Er	ErR	X

GEN-4 FORMS + ALL DATA FIELDS

Revise

Well Done!

RGKT 😊 / 😞

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 11.0 Vessel Trip Monitoring

GEN-6 - POLLUTION REPORT

A complete set	Cc	Inc	InR	Er	ErR	X
-----------------------	-----------	------------	------------	-----------	------------	----------

INCIDENT DETAILS

DNE

Ship's date and time	Cc	Inc	InR	Er	ErR	X
Position	Cc	Inc	InR	Er	ErR	X
EEZ / Harbour	Cc	Inc	InR	Er	ErR	X
Wind direction + speed	Cc	Inc	InR	Er	ErR	X
Sea conditions and current	Cc	Inc	InR	Er	ErR	X
Observer's vessel activity	Cc	Inc	InR	Er	ErR	X
Name of offending vessel	Cc	Inc	InR	Er	ErR	X
IRCS and type of vessel	Cc	Inc	InR	Er	ErR	X
Your position from offending vessel (compass + distance)	Cc	Inc	InR	Er	ErR	X

WASTE DUMPED OVERBOARD

DNE

Material ticked	Cc	Inc	InR	Er	ErR	X
Describe type	Cc	Inc	InR	Er	ErR	X
Describe quantity	Cc	Inc	InR	Er	ErR	X

OIL SPILLAGES AND LEAKAGES

DNE

Source ticked	Cc	Inc	InR	Er	ErR	X
Visual appearance / colour	Cc	Inc	InR	Er	ErR	X
Describe area and quantity	Cc	Inc	InR	Er	ErR	X

ABANDONED or LOST FISHING GEAR

DNE

Activity ticked	Cc	Inc	InR	Er	ErR	X
Describe gear	Cc	Inc	InR	Er	ErR	X
Estimate quantity	Cc	Inc	InR	Er	ErR	X
Other comments	Cc	Inc	InR	Er	ErR	X

QUESTIONS

DNE

Y / N	Cc	Inc	InR	Er	ErR	X
Photo Frame	Cc	Inc	InR	Er	ErR	X

GEN-6 FORM (all data fields)

Revise

Well Done!

RGKT 😊 / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report.

TRIP RECONCILIATION - SUP-3 FORM

A complete set	Cc	Inc	InR	Er	ErR	X
All travel details data fields	Cc	Inc	InR	Er	ErR	X

ADVANCES AND CLAIMS- SUP-4 FORM

A complete set	Cc	Inc	InR	Er	ErR	X
All advances and claims data fields	Cc	Inc	InR	Er	ErR	X

SUPPLEMENTARY FORMS

Revise

Well Done!

RGKT 😊 / ☹

DEBRIEFER: Cross-check the data fields by questioning the observer and by reading the comments, the journal and written report section 10.1 Tags.

TAG RECOVERY FORM / MULTIPLE TAG RECOVERY FORM

A complete set	Cc	Inc	InR	Er	ErR	X
-----------------------	-----------	------------	------------	-----------	------------	----------

CRITICAL TAG INFORMATION

DNE

Tag number (tag # found in repeating boxes for multi-tag form)	Cc	Inc	InR	Er	ErR	X
Date returned or date when tag found	Cc	Inc	InR	Er	ErR	X
Where found	Cc	Inc	InR	Er	ErR	X
Activity when found or process when found	Cc	Inc	InR	Er	ErR	X
Well number	Cc	Inc	InR	Er	ErR	X

FISH INFORMATION (For multiple tag form, check through all boxes on form)

DNE

Species	Cc	Inc	InR	Er	ErR	X
Species Reliability	Cc	Inc	InR	Er	ErR	X
Fork length	Cc	Inc	InR	Er	ErR	X
How measured	Cc	Inc	InR	Er	ErR	X
Who measured	Cc	Inc	InR	Er	ErR	X
Fish Processed state when measured	Cc	Inc	InR	Er	ErR	X
Fish weight	Cc	Inc	InR	Er	ErR	X
How weighed	Cc	Inc	InR	Er	ErR	X
Fish processed state when weighed	Cc	Inc	InR	Er	ErR	X

TAG RECOVERY FORM (see next page also)

FISH CATCH INFORMATION**DNE**

Date caught or date of catch (exact / estimated)	Cc	Inc	InR	Er	ErR	X
Latitude of catch (exact / estimated)	Cc	Inc	InR	Er	ErR	X
Longitude of catch (exact / estimated)	Cc	Inc	InR	Er	ErR	X
Describe fishing areas	Cc	Inc	InR	Er	ErR	X

FISHERY INFORMATION**DNE**

Vessel name	Cc	Inc	InR	Er	ErR	X
Flag	Cc	Inc	InR	Er	ErR	X
Fishing method	Cc	Inc	InR	Er	ErR	X
School type	Cc	Inc	InR	Er	ErR	X

CARRIER INFORMATION**DNE**

Carrier name	Cc	Inc	InR	Er	ErR	X
Carrier flag	Cc	Inc	InR	Er	ErR	X
Date of transshipment	Cc	Inc	InR	Er	ErR	X
Location of transshipment	Cc	Inc	InR	Er	ErR	X
Transshipment position	Cc	Inc	InR	Er	ErR	X

FINDER INFORMATION**DNE**

Finder's name	Cc	Inc	InR	Er	ErR	X
Finder's address	Cc	Inc	InR	Er	ErR	X
Port of recovery or country of recovery	Cc	Inc	InR	Er	ErR	X
Information received	Cc	Inc	InR	Er	ErR	X
Tag provided with this form	Cc	Inc	InR	Er	ErR	X
Form completed by	Cc	Inc	InR	Er	ErR	X

TAG RECOVERY FORM

Revise

Well Done!

RGKT 😊 / ☹️

LL WRITTEN REPORT

1.0 Background	Incomplete	Weak	Good	Very Good	Excellent
2.0 Cruise Summary	Incomplete	Weak	Good	Very Good	Excellent
3.0 Data collected	Incomplete	Weak	Good	Very Good	Excellent
4.0 Chain of Custody	Incomplete	Weak	Good	Very Good	Excellent
5.0 Vessel and Crew Details	Incomplete	Weak	Good	Very Good	Excellent
6.0 Fishing Strategy	Incomplete	Weak	Good	Very Good	Excellent
7.0 Environmental Conditions	Incomplete	Weak	Good	Very Good	Excellent
8.0 Catch Details	Incomplete	Weak	Good	Very Good	Excellent
9.0 Trans-shipment / Transfer	Incomplete	Weak	Good	Very Good	Excellent
10.0 Other Projects	Incomplete	Weak	Good	Very Good	Excellent
11.0 Vessel Trip Monitoring	Incomplete	Weak	Good	Very Good	Excellent
12.0 Vessel's Own Data Collection	Incomplete	Weak	Good	Very Good	Excellent
13.0 General	Incomplete	Weak	Good	Very Good	Excellent
14.0 Problems Encountered	Incomplete	Weak	Good	Very Good	Excellent
15.0 Conclusions / Rec	Incomplete	Weak	Good	Very Good	Excellent
16.0 Acknowledgements	Incomplete	Weak	Good	Very Good	Excellent

WRITTEN REPORT

THE JOURNAL

Dates	Incomplete	Weak	Good	Very Good	Excellent
Times	Incomplete	Weak	Good	Very Good	Excellent
Page Numbers	Incomplete	Weak	Good	Very Good	Excellent
Headings	Incomplete	Weak	Good	Very Good	Excellent
Chronological Order	Incomplete	Weak	Good	Very Good	Excellent
Information Provided	Incomplete	Weak	Good	Very Good	Excellent
Sufficient Information	Incomplete	Weak	Good	Very Good	Excellent
New day / New page	Incomplete	Weak	Good	Very Good	Excellent
Hand writing	Incomplete	Weak	Good	Very Good	Excellent

DATA PRESENTATION

Directly	Cc	Er
Clear and legible	Cc	Er
One Response	Cc	Er
Vague data	Cc	Er
Comments	Cc	Er
2B Pencil (not pen)	Cc	Er
Previous data collection standards	Cc	Er

Data Submission

Within agreed time frame	Y	N
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JOURNAL AND PRESENTATION