



Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien
iotc ctoi



OBSERVER PROGRAM DEVELOPMENT and OBSERVER LOGISTICAL COORDINATION WORKSHOP



CapMarine
Capricorn Marine Environmental



Food and Agriculture
Organization of the
United Nations



iotc ctoi

Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien

Logistical processes of briefing and deploying the observer. In-trip reporting, health and safety control

IOTC ROS OLC TR6.01

Category: Preparation of the Observer for
deployment, Briefing and Reporting

[IOTC ROS OLC TR6]



CapMarine
Capricorn Marine Environmental



Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien
iotc ctoi

INTRODUCTION

Each observer deployment follows a sequence of pre-defined steps:

- **observer selection and notification;**
- **pre-deployment logistics;**
- **observer briefing;**
- **deployment;**
- **pre-sea safety inspection and report;**
- **in-trip reporting;**



CapMarine
Capricorn Marine Environmental



Observer selection and notification

Once a vessel has been identified and advised that it will be required to carry an observer it is necessary to:

- **Select an Observer** according to their availability, training and experience

Observers are to be initially allocated to vessels conducting short duration trips to build at-sea experience; observers trained in pelagic fisheries should not be deployed in crustacean fisheries.

- **Notify the Observer**

Observers need time to settle their personal affairs and prepare themselves for the time they will be away from their home and families. They are to be notified as soon as possible of their deployments. Example:

- *At least 1 week in advance for trips of less than 1 month*
- *At least 2 weeks in advance for trips of less than 2 months*
- *At least 3 weeks in advance for trips likely to be longer than 2 months*





Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien

iotc ctoi

Pre-deployment logistics

- Programme Coordinator and Administrator to manage embarkation logistics:
 1. Travel itinerary
 2. Visa or immigration letter requirements
 3. Communication with selected vessel operator
- Programme Coordinator and Administrator to check Observer documents for presence and validity :
 1. Passport
 2. Medical certificate
 3. Safety certificates
 4. Inoculation cards (yellow card, Covid19, etc.)



CapMarine
Capricorn Marine Environmental



Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien
iotc ctoi

Observer Briefing

Detailed briefing notes are essential for all deployments to prevent important items or issues being overlooked. These should include:

- Deployment travel logistics
- Vessel details (if possible Captain and Fishing Master names)
- Programme overview, including mandate and objectives
- Summary of IOTC Resolutions of relevance to Observers
- Detailed work and sampling instructions (guidelines)
- Gear issue check lists
- Reporting protocols
- Health and safety procedures
- Emergency Action Plan (EAP) procedures



CapMarine
Capricorn Marine Environmental



Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien
iotc ctoi

Observer Briefing: *Vessel details & Programme overview*

- Observer to be briefed on:
 1. **Vessel details and specifications**
 2. **Vessel trip details (date and port of departure, expected date and port of return)**
- Observer to be allocated with:
 1. **Most recent versions of training manuals, work guidelines, identification manuals, and data forms.**
 2. **Copies of documents summarizing program objectives and mandate (e.g., vessel licence and conditions, MoU with vessel owner/operator, deployment Notification form, etc.)**



CapMarine
Capricorn Marine Environmental



Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien

iotc ctoi

Observer Briefing: *IOTC Res. & Sampling instructions*

- Observers to be :
 1. Issued with an updated compendium of national and international legislation of relevance to the program;
 2. Briefed in detail on any recent regulations, amendments and CMMs to ensure full understanding;
 3. Provided with detailed trip work and sampling instructions (guidelines, SOPs);
 4. Briefed in on sampling & data collection requirements;
 5. Provided with a guide on how to approach the work at sea and how to address questions that may arise.



CapMarine
Capricorn Marine Environmental



Observer Briefing: *Gear check lists*

Items on a gear check-list should include:

- **List of sampling equipment**
- **Data forms**
- **Reporting forms**
- **Electronic logs and calculator**
- **Safety equipment - working**
 - **Personal Floatation Device**
 - **Hard hat**
 - **Safety boots**
 - **Foul weather gear**
- **Gloves**
- **Eye-ware**
- **Safety equipment – emergency**
 - **Life jacket**
 - **Immersion suit**
 - **EPIRB**
 - **Two-way satellite phone**
- **ID and reference guides**





Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien

iotc ctoi

Observer Briefing: *Health, Safety & EAP procedures*

Observer to be briefed on survival techniques and all safety-at-sea procedures that are in place to guarantee that observers are deployed on safe / seaworthy vessels, and that at-sea observer emergencies and reports on issues of safety (including instances of harassment, intimidation, or assault) are immediately and effectively handled.

- 1. Vessel Safety Check (VSC)**
- 2. Emergency Action Plan (EAP)**

Observers should have the right to consult safety and welfare reports from previous deployments (especially on refused assignments), including accountability report, with follow-up and actions taken to rectify problem.



CapMarine
Capricorn Marine Environmental



Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien

iotc ctoi

Pre-sea safety inspection and report

A vessel pre-safety inspection is conducted by the Observer or NOP personnel to confirm that the vessel meets minimum safety requirements and possesses required safety equipment.

- Observers must be provided with:
 - **list of minimum safety requirements against which vessel safety conditions and equipment shall be surveyed**
 - **vessel safety check form containing a list of minimum safety requirements in line with those of the IOTC Commission**

Observers should have the right to refuse the boarding if the pre-safety inspection highlights that the vessel does not comply with expected standards



CapMarine
Capricorn Marine Environmental



Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien
iotc ctoi

In-trip coordination

Observers will routinely be required to send reports that are designed to cover logistics, progress, and safety aspects in terms of the EAP.

- Observers must be provided with:
 - **Report templates and writing guides, including:**
 - **Deployment report**
 - **Status report**
 - **Final Trip Report**

The protocols for communications between the Observer on a vessel and the NOP are to be specified in the MoU with vessel owner/operator.



CapMarine
Capricorn Marine Environmental



In-trip coordination: *Deployment report*

- **Content:**
 - confirmation of the vessels sailing time
 - outcome of the pre-sea inspection
 - details of flights and logistics prior to boarding
- **Submission deadline:** within 24-hours of boarding
- **Function:** confirm a secure means of communication with the observer

If a report is late, contact the vessel through the vessel operator. If a report is still not received, within a further 24-hours, assume that there is no means of formal communication with the vessel and make arrangements with Vessel operator to establish communications and / or request Observer immediate return.

Note: A breakdown in communication may also indicate a problem with the vessel and emergency search and rescue operations may have to be initiated.





In-trip coordination: *Status report*

- **Content:**
 - summary of operations
 - catch and sampling information
 - questions and answers to specific queries
- **Submission deadline:** specific periods or fixed day of the week (*e.g.: 5-day report period or every 7-days*)
- **Function:** safety; sensitise vessel personnel to the process; prevent resistance to observer requests to communicate with NOP ashore.

If a report is not received by the due date, follow a similar procedure described under deployment report by contacting the vessel operator to contact the vessel

Note: If reports have been received regularly and suddenly stop, it may be concluded that there is a problem either with the observer's well-being or the vessel and appropriate action will have to be taken.





In-trip coordination: *Observer notebooks / diary*

Observers to be instructed to maintain a detailed notebook throughout the trip.

- **Contents:**

- observations made
- problems encountered
- suggestions for improvement
- information of interest:
 - fishing strategy;
 - searching time and cues;
 - gear loss
- area effects on catch composition, condition, size etc.
- evident effects of moon phase, sea temperature or water depth on the catch composition

- **Submission deadline:** at disembarking

- **Function:** provides additional information that may be of interest and that may not be captured in the standard data forms and logbooks





Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien
iotc ctoi

In-trip coordination: *Preliminary trip report*

- **Content:**
 - details of observer work on-board
 - summary of catch
 - any notable incidences with respect to bycatch, the vessel operations, weather, fishing areas, etc.
- **Submission deadline:** at disembarking (a copy to be provided to Captain or Fishing Master for comments)
- **Function:** forms the basis for the Observer debriefing

Prior to disembarking, observers are to prepare a brief report summarising their work and events during the trip. The preliminary report will be discussed in the debriefing. If needed the observer will be advised to include or describe in more detail any specific comments or records.



CapMarine
Capricorn Marine Environmental



Post-trip coordination: *Trip report*

Prior to disembarking, observers are to prepare a brief report summarising their work and events during the trip, this will be reviewed during the debriefing and then finalised by the observer

- **Contents:**
 - Trip summary
 - Observer and vessel details
 - Cruise itinerary
 - Fishing operations
 - Sampling
 - Environmental interactions with vulnerable marine fauna
 - Waste management
 - Vessel sightings
 - General report back
- **Submission deadline: 1-week** after debriefing
- **Function:** provides a summary of the observer's activity and the data collected during the trip; an opportunity to report information that is not routinely captured on the data forms or electronic logs.





Food and Agriculture
Organization of the
United Nations



Indian Ocean Tuna Commission
Commission des Thons de l'Océan Indien

iotc ctoi

THANK YOU FOR YOUR PARTICIPATION



CapMarine
Capricorn Marine Environmental