

## E-training tool assignment

|                 |  |
|-----------------|--|
| Supra-category: | IOTC ROS Observer Co-ordinator Training (IOTC ROS OLC)   |
| Category:       | Observer recruitment, training, registration, and administration (IOTC ROS OLC TR4)  |
| Course:         | <i>Standards and procedures for the recruitment, training and registration of observers (IOTC ROS OLC TR4.01, TR4.02 &amp; TR4.03)</i> |

Group assignment (opens when all related documents have been visualized)

- 1 Participants are to research, discuss and summarise in the form of a recruitment checklist and personnel information form, the foreseeable requirements candidates need to meet to be recruited. Following which they are to draft a 'Call for applications' (Annex 1) and 'Standard Operational Procedures' (SOPs) for the recruitment of observers. This should be done referencing the IOTC minimum requirements. *The participant that is destined to be the administrative manager of the programme should lead the research, compile, and provide feedback on the results.*
- 2 Participants are to research the availability of institutions in their country or region that can undertake the outsourced health and safety training that observers must have before they can be deployed. They are also to prepare a guideline to train observers inclusive of minimum requirements to access training, and minimum training requirements. This should be done referencing the IOTC minimum requirements. Subsequently they are to draft SOPs for the training of observers. *The participant that is destined to be the observer coordinator of the programme should lead the research and provide feedback.*
- 3 Participants are to draft SOPs for the appointment of observers at national level and their registering in the context of the national implementation of the IOTC Regional Observe Scheme or of other schemes and MoUs. This should be done referencing the IOTC minimum requirements and other requirements (if any). *The participant that is destined to be the Senior Legal Officer of the programme should lead the research and provide feedback.*

Assignment outcomes will be included into the country OLC manual under the relevant sections by CapMarine Team Leader and reviewed during inter-active workshop by sharing the manual on the screen. All participants should then be able to contribute and comment on a semi-final draft for this section of the OLC manual.

Annexes (these are documents to be downloaded by participants to help them in the realisation of their assignment)

## Annex 1 – Example of a call for applications

# CALL FOR APPLICATIONS FOR SCIENTIFIC FIELD OBSERVER

Scientific fisheries observers are independent specialist, deployed on-board commercial fishing vessels during a period that can go from 2 weeks to 3 months. On board observers, will record data and report on technical, regulatory, scientific and economic aspects relating to the operational side of the fishing industry.

Data collection implies handling, identification and measuring of fish and other marine species; the estimation of catches; the collection of information on fishing activities (position, fishing gear, etc.). On-board observers will collect and record information on paper and on computer and will be requested to complete multiple reports.

Scientific fisheries observers are not employed in an enforcement role, as their main purpose is to observe, collect and report accurate data to support effective management of the marine resources.

Scientific fisheries observers working at-sea are in a unique position, as they are not affiliated with the vessels personnel and are required to work alone often for long periods in difficult environmental conditions, without direct supervision or assistance from their controlling organisation.

To be successful in this environment, they require a high level of integrity and personal self-motivation and will need the academic qualifications and training to optimally accomplish the detailed tasks and responsibilities assigned to them.

## **JOB DEFINITION**

*[Insert text here]*

## **REQUIRED PRE-REQUISITES AND QUALIFICATIONS**

1. Proven literacy and mathematical competency (will succeed in pre-recruitment test [Annex 2]);
2. *[Insert further text here]*

## **DOCUMENTARY EVIDENCE**

1. Copy of national identity card or valid passport
2. Curriculum Vitae (CV)
3. Letter of interest
4. *[Insert further text here]*

*Table 1 - List of physicians accredited for STCW medical examinations*

| Physician Name | Location | Email | Phone No. |
|----------------|----------|-------|-----------|
|                |          |       |           |

## **INFORMATION ON TRAINING**

Candidates are expected to undergo:

- **Scientific and technical training**

- **STCW Mandatory Course on basic at-sea safety training**
- **Practical at-sea deployment on-board commercial fishing vessels**

Only candidates that achieve required levels of competency during the scientific and technical training shall be accepted into the basic at-sea safety training. Successful candidates shall be deployed on-board commercial fishing vessel. Successful candidates shall be integrated to the [CPC] National Observer Programme.

*[Insert further text here]*

**APPLICATION PROCEDURE**

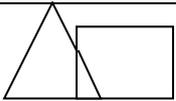
*[Insert text here]*

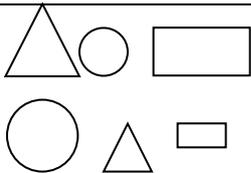
**Annex 2 - Pre-recruitment test**

# PRE-RECRUITMENT ASSESSMENT TEST

Name: \_\_\_\_\_

Date \_\_\_\_\_

| No | Question  | Answer  |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
|----|---|---|---|---|---|---|---|---|--|--|--|--|---|--|--|--|--|---|--|--|--|--|---|--|--|--|--|
| 1  | Write in the answer block the last three letters of the alphabet in their correct sequence.   |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 2  | Look at the numbers in the answer block. Cross out each number that is more than 10 and less than 20.   | 7 16 8 28 12  |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 3  | In the answer block is a table in rows and columns. Make a cross in row 3 and column C  | <table border="1" style="border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">A</td> <td style="text-align: center;">B</td> <td style="text-align: center;">C</td> <td style="text-align: center;">D</td> </tr> <tr> <td style="text-align: center;">1</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">2</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">3</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: center;">4</td> <td></td> <td></td> <td></td> <td></td> </tr> </table> |   | A | B | C | D | 1 |  |  |  |  | 2 |  |  |  |  | 3 |  |  |  |  | 4 |  |  |  |  |
|    | A   | B   | C | D |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 1  |   |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 2  |   |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 3  |   |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 4  |   |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 4  | Write in the answer block the first letter of the name of the day that comes after Thursday.  |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 5  | Draw a circle. Now draw a square within the circle and a cross in the square.   |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 6  | Hermanus – Germiston – Springs<br>Above are the names of three towns. Write down in the answer block the second letter of the town with the longest name.                     |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 7  | Write in the answer block the second letter of the fifth month  |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 8  | Look at the triangle in the block alongside. Make a cross in the space that is in the square but not in the triangle and a Y in the space that is in the square and triangle. |    |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 9  | Write in the answer block the letter from the alphabet that comes before the second letter of the word WEST.  |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| 10 | In the answer block there are four points, A, B, C and D. Draw a line from A to D and another from D to B then draw a line from B to C and another from C to D.               | <table style="width: 100%; text-align: center;"> <tr> <td style="width: 50%;">A</td> <td style="width: 50%;">B</td> </tr> <tr> <td style="width: 50%;">D</td> <td style="width: 50%;">C</td> </tr> </table>   | A | B | D | C |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| A  | B   |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |
| D  | C   |   |   |   |   |   |   |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |   |  |  |  |  |

|    |   |  |    |    |    |    |    |    |    |    |    |    |    |    |
|----|---|--|----|----|----|----|----|----|----|----|----|----|----|----|
| 11 | If Egypt is in Africa, make a cross in the answer space, but if it is in the Middle East make a square instead.   |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 12 | <u>The sun has nearly set.</u><br>Look at the above sentence. If it contains more 'A's than 'E's write the word SET in the answer space. If it contains more 'E's than 'A's write the word SUN instead. |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 13 | In the answer space you will see the letters of the alphabet. Cross out the letter that comes just after Q and also the second letter before L.   | ABCDEF GH<br>IJKLMN OP<br>QRSTU VWX<br>YZ  |    |    |    |    |    |    |    |    |    |    |    |    |
| 14 | Look at the drawings in the answer space. Make a figure 1 in the larger rectangle, a figure 2 in the larger circle and a cross in both the large and smaller triangles.                                 |   |    |    |    |    |    |    |    |    |    |    |    |    |
| 15 | If lead is lighter than wood, write in the answer space the name of the capital of South Africa but if the wood is lighter than the lead make a cross instead.  |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 16 | In the answer space draw a triangle and put a cross outside and to the left of it.  |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 17 | <u>'Traffic must.....at the green light.'</u><br>Look at the sentence above, do not fill in the missing word, but write the exact opposite of this in the answer space.                                 |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 18 | Write in the answer space the word that comes before the longest word in this sentence.   |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 19 | Write in the answer space the word 'to' backwards, then draw a square around it. Afterwards draw a circle enclosing everything else.  |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 20 | In the answer space a word has been spelt backwards. Write underneath it the letter that would come just before the second last letter if the word was written normally.                                | YTLIUG   |    |    |    |    |    |    |    |    |    |    |    |    |
| 21 | Look at the numbers in the answer space. Cross out every <b>odd</b> number between 20 and 40 that can be divided exactly by 3.  | <table border="1"> <tr> <td>84</td> <td>21</td> <td>19</td> <td>33</td> </tr> <tr> <td>27</td> <td>24</td> <td>31</td> <td>42</td> </tr> <tr> <td>36</td> <td>11</td> <td>54</td> <td>30</td> </tr> </table> | 84 | 21 | 19 | 33 | 27 | 24 | 31 | 42 | 36 | 11 | 54 | 30 |
| 84 | 21  | 19   | 33 |    |    |    |    |    |    |    |    |    |    |    |
| 27 | 24  | 31   | 42 |    |    |    |    |    |    |    |    |    |    |    |
| 36 | 11  | 54   | 30 |    |    |    |    |    |    |    |    |    |    |    |
| 22 | Take a square root of 25 and minus 5  |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 23 | What is two dozen minus 6   |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 24 | 100 multiply by 2000  |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 25 | 42000 divided by 1000   |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 26 | how many meters in a fathom   |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 27 | How many meters in a nautical mile  |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 28 | 5m minus 1000mm, answer must be in meters   |  |    |    |    |    |    |    |    |    |    |    |    |    |
| 29 | 10 000kg minus 9 tonnes   |  |    |    |    |    |    |    |    |    |    |    |    |    |

| 30             | Calculate the % by weight and % by number for each species listed below ( <i>No calculators</i> ). |               | <table border="1"> <thead> <tr> <th colspan="2">Percentage %</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> </tbody> </table> |  | Percentage % |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|----------------|--|---------------|--|--|--------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
|                | Percentage %   |               |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|                |  |               |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|                |  |               |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <u>Species</u> | <u>Number</u>  | <u>Weight</u> |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Yellowfin tuna | 32   | 760           |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Skipjack       | 150  | 1500          |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Bigeye tuna    | 6  | 120           |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Dorado         | 34   | 68            |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Blue marlin    | 2  | 200           |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Silky Shark    | 10   | 30            |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL          |  |               |  |  |              |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Time taken: \_\_\_\_\_

Result: \_\_\_\_\_