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

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OBSERVER PROGRAM DEVELOPMENT and OBSERVER LOGISTICAL COORDINATION WORKSHOP



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Complete a debriefing process with a fisheries observer

IOTC ROS OLC TR9.05

Category: Debriefers Training

[IOTC ROS OLC TR9]



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Observer debriefing process

The observer debriefing follows a fixed process that includes:

- **Data preliminary checks**
- **Full face-to-face debriefing**
- **Evaluation and feedback**
- **Observer final data and trip report submission**
- **Final trip data submission**



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Data preliminary checks

- Process **undertaken by** NOP staff ideally using standard debriefing templates to ensure rigorous debriefing
 - **Observer Coordinator and/or De-briefer**
 - **Data-base manager and/or Data analyst**
- Includes **cross-checking all observer trip data**
 - data forms
 - electronic entries
 - draft trip report
 - notebooks
- Allows to
 - **test the quality and accuracy of the data and query inconsistencies**
 - **prepare observer debriefing interview**
 - **test observer's competency and assists in identifying further training needs**





Data preliminary checks

DOCUMENTS

- Observer draft trip report
- Data collection forms
- Daily journal and notebooks
- Electronic data and samples (if any)

ACTIONS

- Use submitted documents to conduct checks on observer data; and
- Use standard debriefing templates to
 - identify errors
 - search for solutions





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Data preliminary checks

Debriefing templates and protocols developed for the IOTC ROS intend to cover the debriefing of observers using IOTC ROS standard data collection forms, following trips on longline, purse seine, pole and line, and gillnet fishing vessel.

- Gear specific standard debriefing templates
- Observer evaluation forms
- Observer score sheets



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Data preliminary checks

The use of standard debriefing templates shall

- **simplify debriefing**
- **homogenise the debriefing process**
- **standardize observer trip documents revision**
- **standardize observer evaluation**
- **standardize feedback procedures**



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Observer face-to-face debriefing

Meeting during which the observer must explain the reasons for inconsistencies in data collected and why certain data fields were left blank.

- to be conducted using gear specific standard debriefing templates, developed for this purpose to ensure rigorous debriefing
- to be conducted within 7 days following observer arrival
- to be conducted by a person that:
 - has at-sea experience as an observer (preferably with the relevant gear type)
 - understands how observer data is used for science
 - recognizes common errors made by observers
 - presents strong interpersonal communication skills
- to be used to clarify data inconsistencies
- to include preliminary trip report review and discussions on comments received back from the vessels captain or the operator (if any)





Observer face-to-face debriefing

DOCUMENTS

- Observer draft trip report
- Data collection forms
- Daily journal and notebooks
- Debriefing templates completed
- Electronic data error list (e.g. highflyers)

ACTION

- Request observer aid in the search for solutions to identified errors
- Provide feedback to the observer on how to improve data collection and report writing
- Provide instructions to the observer on corrections to be made to final data and trip report





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Observer evaluation and feedback

Following debriefing Observer work is to be evaluated and constructive feedback provide to the observer.

NOP designated officer conducting the debriefing is to:

- **Evaluate** the **observer performance** using standard evaluation forms and score sheets
- **Provide** written or spoken **feedback to observers on their trips.**
- **Provide** written or spoken **feedback on solutions found on identified problems to NOP Database Manager** who shall resolve the identify problems where possible.



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Evaluation and feedback

DOCUMENTS

- Completed debriefing templates
- Score sheet
- Observer data evaluation form

ACTIONS

- Use score sheet corresponding to the debriefing template to complete associated observer data evaluation form
- Use observer data evaluation form to provide feedback and advise to Programme management team on observer general skills and competencies and on observer performance for the debriefed trip.





Final trip report and data submission

Once data checked and approved it must be submitted via the approved channels and using approved formats. After final acceptance of the data and report all hard copies and back-ups to be archived in a secure location.

- Observers complete and deliver final trip report to NOP within 30 calendar days after debriefing.
- NOP forwards observer data to IOTC within 120 days (IOTC Res. 11/04)
 - the IOTC e-data collection and reporting tool,
 - one of the IOTC-endorsed electronic data reporting templates or
 - direct exchange mechanisms developed for well-established electronic tools already adopted at sub-regional level.
- Where CPC vessel fished in the EEZ of a coastal State, NOP submits collected data to the coastal State within 120 days (IOTC Res. 11/04).
- Where CPC established an MoU for the sharing of Observers and observer data, NOP submits data as per stated in the MoU.





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THANK YOU FOR YOUR PARTICIPATION



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