



CCSBT-EC/0810/04

Report from the Secretariat

Purpose

To submit a report to the Extended Commission on the activities of the Secretariat since the 14th Annual Meeting in October 2007.

Secretariat Staff and Office Management

The Executive Secretary resigned in March 2008 and was succeeded by the former Executive Secretary, Brian Macdonald, on a temporary basis while a permanent replacement was located and appointed. Interviews were held for the vacant position and Mr Robert Kennedy, the existing Database Manager, was appointed with effect from 31 October 2008.

Mr Kennedy's appointment created a vacancy for the CCSBT Database Manager position, which was advertised on 22 August. It is hoped that the recruitment process can be completed so that the appointee can take up duty before the end of 2008.

Rie Connor, who job-shared the Office Administrator position resigned in June 2008. Rie was replaced by Kozue Loghem who had previously worked in the Secretariat up to April 2004.

The Executive Secretary prepared a confidential report on the operation of the CCSBT Secretariat in 2007, which was considered at an informal meeting of Commissioners on 7 August 2008. The report advised the Extended Commission that the Secretariat had returned to full functionality.

Financial

An operating surplus in the general budget of about \$158,000 is estimated for 2008. The main reason for the surplus is Indonesia's accession to the Convention and the full payment of its 2008 contribution. A comparison between the approved budget and the estimated outcome is included in meeting document **CCSBT-EC/0810/05** That document also provides a detailed explanation of the reasons for variations from the approved budget.

A proposed budget for 2009 with indicative figures for 2010 has been prepared for Extended Commission consideration taking into account the recommendations of the Extended Scientific Committee. The proposed budget with supporting documentation is set out in meeting document **CCSBT-EC/0810/06**.

During the course of 2007 the Extended Commission became concerned over its financial administration. The Executive Secretary prepared a report on the issue, which was discussed at the informal meeting of Commissioners on 7 August 2008. **CCSBT-EC/0810/07** has been prepared to respond to the issues of concern and certain observations of the Extended Commission's auditor over the Financial Regulations.

Organisation of CCSBT Meetings

The Secretariat organised and supported the following meetings and workshops:

9 th Stock Assessment/Management Procedure Working Group Meeting	2-8 September 2008
13 th Extended Scientific Committee Meeting	9-12 September 2008
3 rd Compliance Committee Meeting	12-13 October 2008
Extended Commission meeting of CCSBT15	14-17 October 2008

In addition to the formal meetings outlined above, the Secretariat organised a series of web discussions to progress the work of the CPUE Working Group. This activity enabled the work of the Working Group to proceed without a formal meeting and saved about \$50,000.

Meetings of Other Organisations

The Secretariat represented the Extended Commission at the following meetings and conferences since CCSBT14:

- Tuna-RFMO Chairs Meeting – San Francisco, February 2008
- CWP Intersessional and FIRMS Steering Committee Meetings – Halifax, July 2008

Trade Information Scheme

The Secretariat continued its management of the Trade Information Scheme. Six monthly reports were issued during November 2007 for TIS exports from January to June 2007, and during July 2008 for TIS exports from July to December 2007. The report for the first six months of 2008 is due on 1 December 2008.

A report on compliance with the TIS scheme was provided to the Compliance Committee in document CCSBT-CC/0810/04.

CCSBT Catch Reporting (excluding scientific data exchange)

Monthly Catch Reports

The Secretariat has continued to compile these statistics and has loaded them to the private area of the CCSBT web site on a monthly basis. The monthly catch reports for 2006, 2007 and 2008 were provided to the Compliance Committee in document CCSBT-CC/0810/04.

Reporting of Initial Quota Allocations and Final Catches by Vessel/Company

The Secretariat has provided reminders to each Member approximately one month before they were required to submit this information. On receiving the information, the Secretariat has loaded this information to the private area of the CCSBT web site.

CCSBT Website

The CCSBT website continues to be an actively updated and used information tool for both CCSBT members and the general public. The Secretariat receives a considerable number of enquiries by e-mail in relation to the material included in the website.

The private area of the website remains an important operational tool for the CCSBT. It is used extensively for data and document exchange.

CCSBT Surface Tagging Program

Secretariat involvement in this program now relates only to tag recovery activity. Following the discontinuation of tag deployment after 2006-07, tag recovery rates are expected to decline in 2009. Budget provisions for this activity will also decline in subsequent years.

Database Developments and Annual Scientific Data Exchange

The CCSBT Data CD and associated documentation was updated and provided to Members in January 2008.

The Secretariat managed the 2008 scientific data exchange, which involved active exchange of data between Members and the Secretariat mainly between April and mid-June. The Secretariat conducted substantial post-processing of the data to produce derived datasets that were required as part of the data exchange.

At the time of finalising this report, the database was up to date for most data received.

Global Vessel List

The secretariat has been involved with the other tuna-RFMOs in the investigation of a unique vessel identifier for use by the tuna RFMOs in conjunction with the global list of tuna vessels. More details of this activity are included in **CCSBT-EC/0810/19**.

Prepared by the Secretariat